

**Village of Holmen
Park, Recreation, and Library Committee
Meeting Minutes - Wednesday, February 4, 2015**

Committee Chairman Kulcinski called the Holmen Park, Recreation, and Library Committee meeting to order at 5:30 p.m. on February 4, 2015 at the Holmen Village Hall.

Present: Dawn Kulcinski, Chuck Olson, Steve Johnston, Scott Heinig, Mike Brogan, Chris Geary
Absent: Chris McArdle Rojo (Excused) **Guests:** None

Motion by Johnston, seconded by Olson to approve the minutes of the January 7, 2015 meeting. Carried unanimously.

Public Comment: None.

Library Director's monthly report:

A handout was provided that showed the total circulation for the month of January was 7,960 compared to 7,722 in January of 2014.

Park and Recreation Director's monthly report:

Recreation: Brogan stated that programs in progress include PiYo, Insanity, Zumba, Adult Volleyball League, Indoor Soccer, Youth Basketball, and Cheerleading. Brogan stated spring soccer sign up has concluded on the February 1st deadline. Brogan stated that the Spring and Summer program brochure is being prepared for distribution in late February. Brogan stated that the hiring of Spring and Summer employees is in progress.

Parks: Brogan stated that the Deer Wood Park drinking fountain relocation by Every Plumbing has been scheduled. Brogan stated that playground plastic border timbers for parks without borders have been ordered. Brogan informed the committee that six picnic table frames were ordered and delivered. Brogan stated that the dugout roof repairs for Deer Wood Park field C have been completed by park staff.

Pool: Brogan informed the committee that previous staff have until February 23 to indicate if they are returning for 2015. Brogan stated that the proposed replacement of the sand area with ship playground has been moved to 2016 and will increase amount to accommodate poured in place surfacing. Brogan stated that Brian Lee will be taking the PW CPO class on April 8 & 9 in Eau Claire.

Police Station: Brogan stated that cleaning supplies have been ordered.

The committee reviewed a proposal for the purchase of a ball field groomer. Brogan stated that this is one of the most crucial pieces of equipment that the park staff uses and that they do 6-8 fields a day in the summer. Motion by Olson, second by Johnston to recommend to the Board approval of purchase of a John Deere 1200 Bunker and Field Rake from Tractor Central out of West Salem, Wisconsin in the amount of \$14,775.00 to be paid from 2015 capital outlay. Carried unanimously.

The committee reviewed a quote for adding a door for a ball field groomer for Remington Hills Park Shelter. Brogan stated that this would be an 8'x 8' door added to the park shelter to store the ball field groomer. Brogan stated that the shelter is currently used for storage of soccer equipment. Brogan stated that the park staff currently has to drive the ball field groomer all the way from Deer Wood Park to Remington Hills just to work on the field. Motion by Johnston, second by Olson to recommend to the Board approval of purchase of the installation of an 8'x 8' metal roll up door at Remington Hills Park from Brickl Bros. out of West Salem, Wisconsin in the amount of \$5,963.00 to be paid from 2015 park development funds. Carried unanimously.

The committee reviewed a proposal for the purchase of a Park and Recreation vehicle. Brogan stated that the department wanted a vehicle with all-wheel drive, good storage, and enough seating for when the department goes to conferences. Brogan stated that the department recommends the 2015 Chevrolet Equinox. Committee member Johnston asked if this would be a marked Village vehicle. Brogan stated that it would be a Village vehicle and the Village stickers would be purchased and put on the side of the vehicle. Committee member Olson asked if the department used any local bids. Brogan

stated that the department used the state bid. Committee member Olson stated that the vehicle should be white to be uniform with the other new Village vehicles. Motion by Olson, second by Johnston to recommend to the Board approval of the purchase of a 2015 Chevrolet Equinox from Ewald Automotive Group out of Oconomowoc, WI in the amount of \$23,614.00 to be paid from 2015 capital outlay. Carried unanimously.

The committee reviewed proposals for the purchase of a movie projector and screen for Movies in the Park. Brogan stated that the department received two quotes for the movie equipment. Brogan stated that the department wanted the biggest screen possible within the budget and a projector that was capable of rear projection. Motion by Olson, second by Johnston to recommend to the Board approval of the purchase of a movie projector and screen from Open Air Cinema at a cost of \$4,699.00 to be paid from 2015 capital outlay. Carried unanimously.

The committee reviewed proposals for the purchase of benches and garbage containers for the new police station. Brogan stated that the Police Station Plan included room for 8 benches and 3 garbage containers to be placed around the walk area. Brogan stated that the department recommends the quote from Lee Recreation. Committee member Olson asked if these benches are the same as the benches that are in the parks. Brogan stated that they are not, but are very close to the design that is currently in the parks. Motion by Olson, second by Johnston to recommend to the Board approval of the purchase of 8 benches and 3 garbage containers from Lee Recreation at a cost of \$10,420.00 to be paid from the capital facilities budget for the new police station. Carried Unanimously.

The committee reviewed proposals for the purchase of benches and garbage containers for Village Hall and the Library. Brogan stated that these would replace the 2 benches and 1 garbage container that are currently outside the Holmen Village Hall and 1 garbage container that is at the Library. Motion by Johnston, second by Olson to recommend to the Board approval of the purchase of 2 benches and 2 garbage containers from Lee Recreation at a cost of \$3,880.00 to be paid from municipal building capital outlay and library supplies. Carried Unanimously.

Motion by Olson, second by Johnston to adjourn at 6:20 p.m. Motion carried.

Chris Geary
Assistant Park & Recreation Director