

**Village of Holmen  
Park, Recreation, and Library Committee  
Meeting Minutes - Wednesday, December 6, 2017**

Committee Chair Ebner called the Holmen Park, Recreation, and Library Committee meeting to order at 5:00 p.m. on December 6, 2017 at the Holmen Village Hall.

**Present:** Bill Ebner, Rich Anderson, Chuck Olson, Scott Heinig, Chris McArdle-Rojo, Mike Brogan, Chris Geary

**Excused:** None

**Guests:** None

Motion by Anderson, second by Olson to approve the minutes of the November 1, 2017 meeting. Motion carried.

**Public Comment:** None

**Library Director's monthly report:** McArdle-Rojo distributed the monthly library statistics report to the committee and stated that this is the first time in the Library's history that over 100,000 items have been circulated. McArdle-Rojo distributed a flyer for the 2017 Leave a Legacy fundraising campaign. Olson asked if the Library accepts books from individuals as donations. McArdle-Rojo stated that do accept books from individuals and they will go through them to see if they fit into the collection and if not, they use them for book sales or donate them to third world countries.

**Park and Recreation Director's monthly report:**

**Recreation:** Brogan informed the committee of the programs in progress which include: adult fitness classes, adult volleyball league and youth indoor soccer. Brogan informed the committee of the upcoming programs which include: Lego Junior League, youth basketball, cheerleading, adult fitness classes, and youth spring soccer sign up. Brogan stated that the new department intern, Mazen Aljebreen, will start on January 15<sup>th</sup>. Brogan stated that the spring and summer brochure is being prepared and will be distributed in late February.

**Park:** Brogan stated that shelter and band shell rentals for 2018 will be accepted beginning January 2, 2018. Brogan stated that some of the boulevard trees around Remington Hills Park are being removed.

**Pool:** Brogan stated that 2018 Aquatic Center memberships are available to be purchased as gifts.

The committee reviewed a quote for a F250 truck. Brogan stated that the quote is from the state bid from Ewald Automotive Group out of Hartford, WI. Brogan stated that the truck will be white because forest green is not available and the Board decided to use white vehicles. Olson stated that he prefers that the Park & Recreation vehicles stay green. Olson stated that he would like to see a standardization of all of the vehicles in the Village. Olson stated that the departments should come up with a standard lighting and marking system on all of the vehicles because right now it is inconsistent and safety should be a priority. Anderson stated that there should be something direct and visible on the vehicles so when they are on the side of the road, they are seen. Ebner asked if there were any additional colors available. Heinig stated that they are no longer making green and we should continue to transition all of the vehicles to white. Olson stated that because the vehicles are transitioning to white, it is very important to have proper visible markings. **Motion by Olson, second by Anderson to recommend to the Board approval of the purchase of a Ford Super Duty F250 truck from Ewald Automotive Group in the amount of \$27,001.00 to be paid from 2018 capital outlay. Carried Unanimously.**

The committee reviewed a quote for a truck plow. Brogan stated that the quote is from Universal Truck Equipment and this is the standard package that the department has done in the past. **Motion by Olson, second by Anderson to recommend to the Board approval of the purchase of a truck plow from Universal Truck Equipment Inc. in the amount of \$5,810.00 to be paid from 2018 capital outlay. Carried Unanimously.**

The committee reviewed a quote for a salter and sander. Brogan stated that the quote is from Universal Truck Equipment and it will be replacing the current sander. Brogan stated that the department will take the old sander to auction rather than trading it in. Ebner asked where the money goes from the sale of the old sander. Heinig stated that it gets receipted into general fund and it gets reallocated in the next budget where it is needed. **Motion by Anderson, second by Olson to recommend to the Board approval of the purchase of a salter and sander from Universal Truck Equipment Inc. in the amount of \$5,572.00 to be paid from 2018 capital outlay. Carried Unanimously.**

**Other Business:**

Anderson congratulated McArdle-Rojo on the library reaching 100,000 items circulated.

Motion by Olson, second by Anderson to adjourn at 5:22 p.m. Motion carried.

Chris Geary  
Asst. Park & Recreation Director