

**Village of Holmen
Park, Recreation, and Library Committee
Meeting Minutes - Wednesday, May 7, 2014**

Committee Chairman Kulcinski called the Holmen Park, Recreation, and Library Committee meeting to order at 5:30 p.m. on May 7, 2014 at the Holmen Village Hall.

Present: Dawn Kulcinski, Chuck Olson, Steve Johnston, Scott Heinig, Mike Brogan, Chris Geary, Deen Layland

Absent: None **Guests:** None

Motion by Johnston, seconded by Olson to approve the minutes of the April 2, 2014 meeting. Carried unanimously.

Public Comment: None.

Library Director's monthly report: Layland informed the committee that there was no report from April due to problems with the new software installed at the library. The new software was installed in mid-March and library staff just received their logins on May 5th. Layland stated that the numbers were not accurate and hopes that she will be able to go back and get data from mid-March through the end of April once the problem is fixed. Layland stated that the new system will be an upgrade and will allow staff to monitor computer uses in the library. Layland stated that the door count was down 5% in April.

Park and Recreation Director's monthly report:

Recreation: Brogan informed the committee of the programs that were recently completed: paintball outing, high school volleyball registration, youth Easter party, girls softball sign up, adult softball sign up, and adult sand volleyball sign up. Brogan informed the committee of the programs that are in progress: middle school tennis, traveling soccer, track, Viking youth soccer academy, Zumba, Piyo, Pilates, Insanity, ballroom dancing, United Coulee Region Brewer bus trip, and the men's softball league. Brogan informed the committee of the upcoming programs: Morris Challenge, adult coed sand volleyball league, girls fast pitch softball, track, Touch A Truck, and the next session of adult fitness classes. Brogan stated that WPRA Summer Amusement Park tickets are now on sale through the department. Brogan stated that Maddie Wells will complete her internship on May 9th and the department will be getting an intern in the summer, Joshua Abraham and an intern in the fall, Nic Barnes. Both are UW-L students.

Parks: Brogan stated that there have been 15 trees removed and replaced at Halfway Creek Park, Countryside Park and Remington Hills Park. Brogan stated that there was an emergency trail repair on May 6th. Dave Rybold removed a log jam with an excavator. Brogan informed the committee that park staff has been busy with daily shelter/restroom cleaning, shelter rentals, painting 10 soccer fields, prepping baseball/softball fields, mowing, and pool de-winterization.

Pool: Brogan informed the committee that staff will begin filling the pool the week of May 19th. Brogan stated that pool staff orientation is May 10th and 11th and that the pool will open on May 31st. Brogan stated that Lakore Electric provided yearly service of 3 pump motors and Advanced Comfort Systems installed a new pool heater. Brogan informed the committee that the last day of reduced membership fees for the pool is May 16th.

Village Hall: Brogan informed the committee that new computers have been purchased in the office for Ann Quamme and Dean Olson.

Committee member Olson inquired about new signage for the pool due to the poor condition of the current signs. Brogan stated that new signs have been purchased and ready for installation. They have not been installed yet due to the rainy weather. Brogan stated that the new signs will match signs in all other parks in the Village.

Committee member Olson asked about the bench dedication policy in the parks and stated that he would like to see consistency in new benches installed in the parks. Brogan stated that the style of new benches installed depends on the park that the bench is installed in. Administrator Heinig stated that any new bench installed in the new library area will be the same as the ones in Halfway Creek Park to maintain consistency throughout the parks.

Committee member Olson informed the committee that the Lions Club would like to bring in a lion head drinking fountain into one of the parks and that the department should think about a good location to place a drinking fountain.

The committee reviewed a park reservation request for the Petticoat Junction/Brice Prairie Lions men's softball tournament on May 23-26, 2014 at Deer Wood Park. Brogan informed the committee that this will be the third year for this tournament. Brogan stated that the group has insurance and has filled out all forms and paid all fees required. Brogan informed the committee that the alcohol permit is going through the Finance and Personnel Committee. Brogan stated that there will be 30 teams in this tournament and will bring many people to the area. Committee Chairman Kulcinski inquired if there should be a security deposit required, similar to the one for the Kornfest tournament, due to the size of this tournament and potential costs the department could have due to damage to the park or staff and cleanup costs. Brogan stated that some of the staff costs and fees for damage are already built in to the permit. Committee member Olson stated that if the department is bringing in a tournament of this caliber, it may be wise to institute a deposit fee. Administrator Heinig stated that maybe the best course of action would be to see how the event goes this year and revisit the topic of instituting a deposit fee at the next meeting for future tournaments. Committee member Johnston asked if the department supports this tournament. Brogan stated that the department supports it but is uneasy due the fact that there is only one operator under the alcohol permit and that there may be a band brought in that was not agreed upon in the permit. Brogan stated that the police have been informed and if a band shows up, it will not be permitted. Committee Chairman Kulcinski suggested if there are alcohol related problems this year, they should be required to have a minimum of 3 operators at the event in the future. Administrator Heinig stated that the Board should let the police chief know their expectations for this event at the Village Board meeting. **Motion by Olson, second by Johnston to approve the park reservation request for the Petticoat Junction/Brice Prairie Lions men's softball tournament on May 23-26, 2014 at Deer Wood Park. Carried unanimously.**

Motion by Olson, second by Johnston to adjourn at 6:13 p.m. Motion carried.

-Chris Geary, Assistant Park & Recreation Director