

**Village of Holmen  
Park, Recreation, and Library Committee  
Meeting Minutes - Wednesday, April 4, 2012**

Chairman Forde called the Holmen Park, Recreation, and Library Committee meeting to order at 6:30 p.m. on April 4, 2012 at the Holmen Village Hall. All members were present except Moser, who was excused. Also present was Administrator Heinig.

Motion by Forde, second by Horvath to approve the minutes of the March 2012 meeting. Motion carried.

**Public Comment:** None

**Library Director's monthly report:** Layland updated the committee on recent library activity for the month of March. Layland stated that the month of March showed a 5.3% decrease in total circulation as compared to March of 2011. Layland explained that the recent decreases reflect an unseasonably warm month.

The committee discussed the Adventurefest Event Application as it pertains to their request to set up an interactive archery training exhibit as a part of the 2012 event at Halfway Creek Park. Information was provided outlining specifications of the event, the instructors and their experiences, as well as possible locations within the park for the exhibit. Motion by Horvath, second by Forde to recommend to the Board approval of the request for Halfway Creek Lutheran Church's Adventurefest to have a supervised live archery exhibit as a part of their Sunday, April 29<sup>th</sup> event at Halfway Creek Park as outlined in their application. Carried unanimously.

The committee reviewed a facility request from Petticoat Junction and the Brice Prairie Lions Club to host a "Junction Days" Men's Slowpitch Softball Tournament at Deerwood Park on May 26-27, 2012. Brogan stated this should prove to be a large event as it's the weekend Sunfish Days previously held its tournament in Onalaska. Heinig explained that this application is only for the facility usage and that any permits for beer sales would come before Finance Committee. Motion by Horvath, second by Forde to recommend to the Board approval of the event application for Deerwood Park usage for the "Junction Days" Men's Softball Tournament as requested by Roger Smith and the Brice Prairie Lions Club. Carried unanimously.

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

**Recreation:** Brogan updated spring and summer registration details. Brogan stated that Zumba, Soccer and Mat Pilates are currently in progress, while the youth Easter party, Middle School Tennis, Viking Youth Soccer Academy, Ballroom Dancing, Babysitter Training, House on the Rock bus trip, and Group Paintball Outing take place in April. Brogan state the registration for adult volleyball leagues and girls fastpitch softball closes in April and Brewer Bus Trip Tickets and WPRA Attraction Tickets will go on sale in late April.

**Parks:** Brogan gave a progress update for Phase III and Halfway Creek Park. Brogan explained that parks staff are busy with daily preparations of ballfields and soccer fields. Brogan outlined upcoming events being held at Halfway Creek Park including McConnell Cancer Benefit (April 28), Adventurefest (April 29), Tim Dienger Memorial Family Fun Fair (May 12), Morris Challenge 5k Run/Walk (May 19) and Memorial Day Parade Ceremony (May 28).

**Pool:** Brogan stated that Lakore Electric inspected pool motors. Brogan stated that the VFD and impellor coatings have significantly increased the life of pump impellers. Brogan explained that pool filter repairs and sand replacement were completed by Carrico Aquatics on April 2<sup>nd</sup>.

The discussed the Village website redevelopment project. Reinhart stated that 19 proposals were received ranging from \$3100-\$50,000. Reinhart stated that Brogan, Heinig, Haug(PD), and Reinhart interviewed GovOffice regarding their proposal and that Reinhart and Brogan were able to speak with and demo the product with City of Onalaska. Horvath expressed concern for not having integrated email hosting and wanted staff to look into web interface for current email system. Motion by Horvath, second by Forde to recommend to the Board approval of the proposal from GovOffice for website redevelopment and hosting for the Village of Holmen Website for an amount not to exceed \$4975.00. Carried unanimously.

The committee reviewed the Village Hall HVAC preventative maintenance agreement. Motion by Horvath, second by Forde to recommend to the Board approval of the contract with Advanced Comfort Specialists for HVAC preventative maintenance at Village Hall in the amount of \$2226.46 . Carried unanimously.

Motion by Forde, second by Horvath to adjourn at 7:40pm. Motion carried.  
Brad Reinhart, Asst. Park & Recreation Director