

1. Agenda

Documents:

[6-28-22-PRF-FARM-AGENDA 430 PM FARM TOUR MEETING AGENDA\).PDF](#)
[6-28-22-PRF-AGENDA 530 PM AGENDA.PDF](#)

2. Meeting Materials

Documents:

[JUNE-MEETING-PACKET \(MEETING PACKET\).PDF](#)



HERITAGE
COMMUNITY
OPPORTUNITY

Village of Mount Horeb

138 E Main St
Mount Horeb, WI 53572

Phone (608) 437-6884 | Fax (608) 437-3190

Email: mhinfo@mounthorebwi.info | Web: www.mounthorebwi.info

PARKS, RECREATION, AND FORESTRY COMMISSION TUESDAY, JUNE 28, 2022

The Parks, Recreation, and Forestry Commission of the Village of Mount Horeb will meet at **4:30pm** on the above date at the Meylor Farm, 2749 Town Hall Road, Mount Horeb, WI. Agenda as follows:

- 1) Call to order-Roll call
- 2) View property and discuss possibility as future parkland.
- 3) Adjourn

PLEASE NOTE – IN CASE OF INCLEMENT WEATHER THE MEETING WILL BE RESCHEDULED.

A quorum of the Village Board/Village committee members may be present at this meeting. Only noticed agenda items will be acted on by the governmental body specified above.

Upon reasonable notice efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Alyssa Gross, Clerk, at 138 E. Main Street, Mount Horeb, WI (608) 437-6884.



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THE JUNE 28th, 2022 PARKS, RECREATION, AND FORESTRY COMMISSION MEETING WILL BE HELD ***BOTH VIRTUAL AND IN PERSON***. YOU CAN WATCH THE MEETING LIVE VIA THE VILLAGE WEBSITE BY CLICKING "WATCH LIVE" UNDER THE TROLLWAY GRAPHIC ON THE RIGHT SIDE OF THE HOME PAGE AT WWW.MOUNTHOREBWI.INFO. THE MEETING IS ALSO BROADCAST LIVE ON THE MHTC CHANNEL 181 AND CHARTER CHANNEL 981. YOU CAN ALSO JOIN THE MEETING USING THE FOLLOWING:

Join the meeting from your computer, tablet or smartphone: <https://global.gotomeeting.com/join/861739589>

Join the meeting using your phone: United States: [+1 \(408\) 650-3123](tel:+14086503123)

Access Code: 861-739-589

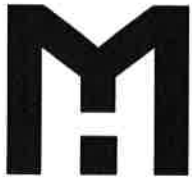
PARKS, RECREATION, AND FORESTRY COMMISSION TUESDAY, JUNE 28, 2022

The Parks, Recreation, and Forestry Commission of the Village of Mount Horeb will meet virtually and in person on the second floor of the Municipal Building on the above date at 5:30 pm.

Agenda as follows:

- 1) Call to order - Roll call
- 2) Consider minutes of the May 24, 2022 meeting
- 3) Discuss and consider waiving 2022 pool fees for the Mount Horeb High School Swim Team
- 4) Update on High School Varsity Softball Diamond lights and Tennis Court improvements
- 5) Discuss and recommend 2023-2027 capital purchase requests
- 6) Consider land donation on Adams and Valley Lot
- 7) Discussion on Meylor Property
- 8) Recreation Director report
- 9) Public Services Director report
- 10) Future agenda items
- 11) Set next meeting date and time
- 12) Adjourn

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MINUTES

PARKS, RECREATION AND FORESTRY COMMISSION

May 24, 2022, 5:30 PM, Municipal Building Board Room

PRESENT: Halverson, Monroe, Webber

ABSENT: Fendrick, Smith

OTHERS PRESENT: Dudley, Gorman, Owen – Village of Mount Horeb

Consider minutes of the April 26, 2022 meeting.

Webber moved; Monroe seconded to approve the minutes of the April 26, 2022 meeting. Motion carried.

Discuss park improvement projects

Gorman reviewed his handout of future park projects that were discussed at the previous meeting.

Discussion with Summer Frolic Committee on park projects

Amy Mertz and Kurt Adler were present from the Summer Frolic Committee. Mertz said the Committee feels comfortable donating up to \$25,000 this year for a park project. Adler said they would prefer to do a project at Sunrise or Grundahl parks. Gorman suggested projects including roofs over the dugouts at Sunrise, Grundahl ball field improvements and Grundahl ball field lights. Webber suggested an open-air canopy or covered stage for the Wednesday Night Live events. Mertz said she has a lot of experience with fundraising and asked if the Village would allow the Summer Frolic to run a fundraising campaign to help fund a larger project. Halverson suggested including this discussion into the budget discussion at the June meeting.

Discuss and consider High School varsity softball diamond lights and tennis court improvements

Halverson informed the Commission that the high school is starting to go through a referendum process. He talked to Dr. Salerno recently and was told that the school would not have funding for these projects without a referendum. Halverson stated that the Village and school district are on different budget calendars and at some point, someone has to take the first step. Webber moved to earmark \$100,000 for tennis court improvements in the next budget cycle. Monroe seconded. Motion carried. Some discussion ensued regarding the history of Viking Park. Halverson moved, Webber seconded to place hold \$65,000 for future consideration at the June meeting to pay for a portion of the softball field lights on the varsity field. Motion carried.

Discuss and consider request by Mount Horeb High School swim team to keep the aquatic center open through September

Bree Parent from the high school swim team was present. Mount Horeb high school will have its' own swim team this year and is requesting to use the Village pool this summer for the girl's program. The swim team would also like to use the pool until September 3, which is 14 days past the normal seasonal closing date. The swim team would supply their own life guards. Dudley stated that the pool staff normally cleans the facility at the end of the season, so the swim team would have to make sure everything was clean when they were done. Gorman said the cost of utilities, chemicals and maintenance labor to run the pool is about \$403/day.

The estimated extra cost to the Village to keep the pool open 14 extra days for the high school swim team is \$5642. Gorman stated that the extra cost has not been budgeted for. Parent said the high school has budgeted money for rental fees and could likely pay for it with those funds. Dudley said she would discuss the potential fees with Kolleen Nesheim.

Update on parkland acquisition

Owen said the Village has had discussions with the Meylor family regarding the property on Town Hall Road. Gorman recommended that the Commission walk the property to become familiar with it. Halverson suggested doing that prior to the next meeting.

Discuss Dog Park Update

Owen had no updates.

Recreation Director's Report

Dudley reviewed her report.

Public Services Director's Report

Gorman reviewed his report.

Consider items for future agendas

- Tour Meylor property
- Capital budget requests
- High school swim team request to use Village pool

Set next meeting date and time

The next meeting was set for June 28, 2022 at 4:30 pm

Adjourn

Webber moved, Monroe seconded to adjourn at 6:16 pm.

Minutes prepared by Jeff Gorman, Public Services Director



Village of Mount Horeb Recreation Department

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PARKS, RECREATION, AND FORESTRY COMMISSION

June 28, 2022

Recreation Director's Report

1. June Program Numbers:

<u>Program Name</u>	<u>2022 Participants</u>	<u>2021 Participant Numbers</u>
Adult Dance	3	N/A (new program)
Adult Strength Fusion	31	14
Adult Yoga	0 (cancelled – low enrollment)	N/A (new program)
Adult Zumba	11	N/A (first time in summer)
Babysitting Class	15	11
T-Ball	102	85
Coach Pitch	73	79
Youth Pickleball	0 (cancelled – low enrollment)	N/A (new program)
Youth Tennis	0 (cancelled – no instructor)	36
Youth Fencing	20	N/A (new program)
Baseball Camps	90	2020 – 22
Softball Camp	24	22
Rec Soccer Camps	52	N/A (new program)
Track	109	107
Little Star Kickers Soccer Camps	34	N/A (first time in summer)
Engineering for Kids	21	8
Art Camp	24	24
Little Trolls Yoga	14	N/A (new program)
Kids Camp (session #1)	21	2020 - 12
Swim Lessons (session #1)	119	142
Private Swim Lessons	16	15

2. Upcoming July Programs: Swim Lessons (session #2), Project Runway Sewing Camp, Kids Camp (session #2 & #3), Rec Soccer, Lacrosse Camp, Wheel Throwing, Exploring Clay, Art Cart Extra, Chess Camp, Cheerleading Camp, Fit For Life (summer session #2), Volleyball Camp, Strength Fusion (summer session #2), Archery, and Tree Climbing.
3. Our new summer office assistant, Anney Smieja, started working on June 10th. Typically, we have had a college student in this position who could start mid-May. With the last two weeks of May being two of our busiest weeks of the season, it would be really nice to have another set of hands during that time. That said, Anney has been doing a great job for us.
4. Brager Heating will be working on our HVAC system the week of June 27th.

PARKS, RECREATION, AND FORESTRY COMMISSION

June 28, 2022

Recreation Director's Report

5. The pool has gotten off to a pretty good start. The admissions/concessions staff are young, so we have had a few bumps with training (mostly cash handling), but otherwise they are getting into the flow of things. Lifeguards are doing well and it's nice to have so many to help with subbing. We did have one of our employees test positive for COVID-19. We have notified close contact employees to give them a heads up. The employee is quarantining and other staff have taken the open shifts.
6. We have currently sold 242 family pool passes and 43 individual pool passes. At this time last year, we were at 235 family passes and 46 individual passes.
7. We will be purchasing two soccer goals for our youth rec soccer program that will be funded by the Summer Frolic. We are also waiting to hear back from Keith Johnson at the Fire Department regarding a new battery and pads for our AED. Hopefully we will get those soon and can get that down to the pool.
8. I am working on our fall flyer that we are looking to have go out in August. I have sent emails to our previous instructors in hopes they all want to run programs through us again.



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Public Services Department

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Parks, Recreation and Forestry Commission

June 28, 2022

Public Services Director's Report

1. For the most part, the aquatic center has been running very well. We have had two issues. The big pool heater needs to have two burners replaced. They are ordered and should be here by June 20. Bassett Mechanical will be replacing them and cleaning the heat exchanger at the same time. As a result, the pool temperature has been fluctuating between 75 and 80, instead of a constant 80 degrees. Also, a check valve that keeps the water pipe full to the waterslide is not functioning properly. As a result, the guard staff has to fill the pipe manually every day in order to prime the pump. It takes about 20 minutes to fill the pipe with a garden hose.
2. We received 90 cubic yards of playground safety surfacing (wood chips) last week and will be installing it in the playground areas this week at Boecks, Grundahl and Hickory Hills parks. We may have to order a second load in order to complete everything.
3. My two summer seasonal employees started in June. Nic Sailing is a returning employee from last year and Gunnar Pohlman is new. Nic did a great job last summer and Gunnar is doing well so far.