



**merrill**

Location. Nature. People.

**Smart Move**

## CITY OF MERRILL

Parks & Recreation Dept. - Smith Center

### **FEBRUARY MEETING NOTICE**

The Merrill Parks and Recreation Commission will meet on **Wednesday, February 6, 2013, at 6:00 p.m.**, at the Merrill City Hall in the **Council Chambers**.

The following items will be included on the agenda:

1. Approve minutes from previous meeting.
2. Approve claims.
3. **Public Hearing on 2013-2018 City of Merrill Outdoor Recreation Plan.**
4. Review/approve 2013-2018 City of Merrill Outdoor Recreation Plan.
5. Review/approve Resolution of Support with the River District Development Foundation.
6. Review/approve application for Prairie Trails Park Adoption from Washington Elementary School.
7. Continued discussion on Dog Park.
8. Request to purchase Top Dresser with funds coming from Merrill Memorial Salvage Timber Sale Revenue.
9. Monthly reports.
10. Set date for next meeting.
11. Public comment
12. Adjournment

Submitted by

Dan Novitch, Chairman  
Parks and Recreation Commission

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Fax: 715.539.2790  
[www.merrillparkandrec.com](http://www.merrillparkandrec.com)

## PARKS AND RECREATION COMMISSION

January 2, 2013

The Merrill Parks and Recreation Commission met on Wednesday, January 2, 2013 at 6:00 p.m. at the City Hall in the Council Chambers.

Members Present: Mike Willman, Ralph Sturm, Dorwin Harris, Dan Novitch, Steve Hintze, Anne Caylor and Brian Artac

Members Excused Absent:

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: Dave Johnson, Fred Heider, Gene Bebel, Kandy Peterson, Vince Conrad, Mike Wels, Judy Woller, Chris Malm, Mage Lerch, Dennis Lerch, Mary Bauman, Brenda Mamer, Ruth Ann Markewycz, Sue Weith, Jan Leistelow, Larry Hampel, David Hayes, Joanne Kirby, Steve Hass, Mayor Bill Bialecki, City Administrator Dave Johnson, Dewy Pfister, Steve Dahm, Sharon Anderson, Christine Vorpapel, Janet Thompson & daughter. Others came in after the meeting started.

\*\*\*Motion by Caylor, seconded by Artac, to approve the minutes from the previous meeting.

\*\*\*Carried unanimously.

\*\*\*Motion by Hintze, seconded by Willman, to approve the claims.

\*\*\*Carried Unanimously.

\*\*\*Motion by Willman, seconded by Artac, to open the meeting into a public hearing for the 2013 – 2018 City of Merrill Outdoor Recreation Plan.

Chairperson Novitch asked Mr. Heider from NCWRPC to summarize the process for the public. Chairperson Dan Novitch invited any of the public to come up and speak on behalf of the 2013 – 2018 City of Merrill Outdoor Recreation Plan.

\*\*Sue Weith, an avid bike rider and walker, is in favor of the plan.

\*\*Dave Johnson is concerned where the money will be coming from for the River Bend Trail, doesn't feel it should be paid for out of tax dollars. Mr. Johnson felt that the meeting was not advertised enough for the public to be aware of what the public hearing was on.

\*\*Gene Bebel is for the 2013 – 2018 City of Merrill Outdoor Recreation Plan and is also on the committee for the River Bend Trail and explained that the committee is not looking at the City for money for the trail, but instead will be kicking off a one million dollar fund raising project for the trail.

\*\*Mayor Bill Bialecki has concerns with the 2013-2018 City of Merrill Outdoor Recreation Plan. The Mayor brought up some concerns about the trails in place now in the city and doesn't feel they are probably maintained. Mayor Bialecki would also like improvements to City Forest stating great potential. Mayor Bialecki also said we should do all we can do to improve our athletic fields. Mayor Bialecki felt that the meeting was not advertised enough and encouraged the January public hearing to be postponed until February giving the community more time to read and look over the 2013 – 2018 City of Merrill Outdoor Recreation Plan.

\*\*Judy Wollor is in favor of the plan and feels that the River Bend Trail would enhance the City of Merrill drawing more people into the community.

**\*\*Christine Vorpapel stated that she was unaware of the meeting or where to view the 2013-2018 City of Merrill Outdoor Recreation Plan.**

**\*\*\*Motion by Caylor, seconded by Hintze to close the public hearing regarding the 2013-2018 City of Merrill Outdoor Recreation Plan.**

The next item on the agenda was to review/approve 2013-2018 City of Merrill Outdoor Recreation Plan. Caylor questioned how long the public notice was posted. Wendorf stated that it went on the City web page 3 weeks ago. Artac questioned what more can be done to make the public aware of the meeting. Hintze stated that the public hearing was already advertised on the radio, newspaper and also a public notice was posted. Caylor stated that she feels the public was unformed of where they could read or download the 2013-2018 City of Merrill Outdoor Recreation Plan. Caylor questioned if it would be a problem to delay the approval of the plan for another month. Wendorf stated that he spoke with the DNR and as long as the plan is being actively worked on it should be okay, but would need to be resolved in February.

**\*\*\*Motion by Caylor, seconded by Artac, to postpone the approval of the 2013-2018 City of Merrill Outdoor Recreation Plan until the February meeting and also reconvene into a public hearing at that time.**

Caylor stated that necessary steps need to be taken so that people know where to view the plan. Hintze stated that it was already advertised in the newspaper, radio and at the City Hall. Caylor stated that a reference needs to be made to where the plan can be viewed. Willman stated that plans from the 2009-2012, that were not completed, should be incorporated into the 2013-2018 City of Merrill Outdoor Recreation Plan.

**\*\*\*Carried, Sturm, Harris, Artac, Hintze, Caylor.**

**\*\*\*Voted against the motion: Willman.**

The next item on the agenda was to discuss Dog Park development project. Wendorf stated that they have \$12,500 that was budgeted for the dog park development project. Wendorf stated that there are several different areas that they are looking into for the project but are undecided at this time where the park will be located. Willman questioned how this is being presented to the public. Wendorf stated that he has been talking to a group of people that originally came to him with the idea of the dog park. Hintze questioned what the time line on this project was, a couple of months or will it be a year before this project is completed. Wendorf stated that he would like to have most of it complete by the summer of 2013. Harris stated that before a location is picked out, a design of the park should be done first so that there is an idea of how big the dog park will be, and then chose a location to fit the size of the park.

The next item on the agenda was monthly reports by Wendorf. Wendorf thanked everyone for coming to the public hearing and also for the involvement in the 2013-2018 City of Merrill Outdoor Recreation Plan. Wendorf also stated that this is a draft for guidance only and not everything in the plan will be completed.

**\*\*\*Motion by Willman, seconded by Artac, to approve the monthly report given by Wendorf.**

**\*\*\*Carried unanimously.**

The next regular meeting is scheduled for February 6, 2013 at 6:00 p.m., in the Council Chambers at the City Hall. A public hearing for the 2013-2018 Merrill Outdoor Recreation Plan will be held prior to the meeting.

Public Comment: Dave Johnson stated that the 2013-2018 City of Merrill Outdoor Recreation Plan will be posted on the front page of the city's website. Gene Bebel expressed his concern for the outcome of the meeting stating that he drove a couple of hundred miles to be here to have the decision postponed for another month.

\*\*\*Motion by Caylor, seconded by Hintze, to adjourn at 7:00 p.m.

\*\*\*Carried unanimously.

Dawn Smith  
Recording Secretary

JANUARY					
PETERSON BROTHERS SAND AND GRAVEL	DISPOSING STUMPS	1/1/2013	6129	\$60.00	55200-08-91000
AC & SONS PARTY TENT RENTALS	PIPE AND DRAPE FOR WEDDING SHOW	1/8/2013	2595	\$1,500.00	55300-03-41500
ACE HARDWARE	ICE MELT/TWINE	12/22/2012		\$27.63	55200-03-50000
ACE HARDWARE	HYGROMETER/THERMOMETER	1/19/2013		\$28.99	55200-03-40000
ACE HARDWARE	FASTENERS	12/18/2012		\$17.01	55200-03-40000
ACE HARDWARE	FILTER AIR PLEAT	1/15/2013		\$12.12	55200-03-40000
ACE HARDWARE	SINGLE KEY CUT	1/17/2013		\$3.58	55200-03-40000
AMERICAN WELDING	CYLINDER RENTALS	12/31/2012	929	\$23.25	55200-02-15000
AMERICAN WELDING	CYLINDER RENTALS	12/12/2012	646	\$15.50	55200-02-15000
ASCAP	LICENSE FEE	1/20/2013	500637645	\$327.58	LABOR DAY
ATCO INTERNATIONAL	CENTURION	1/10/2013	132383	\$133.00	55400-03-50000
ATCO INTERNATIONAL	CENTURION	1/10/2013	10364989	\$133.00	55400-03-50000
BAUERNFIEND	COPIER MAINT.	1/9/2013	57792	\$318.71	55300-03-41500
BAUMGART WASTE REMOVAL	WASTE HAULING DECEMBER	1/2/2013		\$58.00	55400-02-23600
BB COMMUNITY LEASING SERVICES	LEASE PAYMENT	1/11/2013	20595	\$138.25	55300-03-41500
BEIN CRAFTY	T-SHIRTS FOR LITTLE DRIBBLERS	1/28/2013	4283	\$371.25	55300-03-41500
BURGOYNE'S TOILET RENTAL	TOILET RENTAL	1/1/2013	43770	\$110.00	55200-02-15000
CENTRAL WISCONSIN COOPERATIVE	MACHINERY PARTS	12/31/2012	94404	\$155.76	55200-03-50000
CENTRAL WISCONSIN COOPERATIVE	MOWER BLADE	12/14/2012	94404	\$155.76	55200-03-50000
CUSTOM DESIGN COOL RUNNING SLED RACE	SPONSORSHIP	1/9/2013		\$100.00	55400-03-41000
DAVEY RESOURCE GROUP	TREEKEEPER SUBSCRIPTION	1/10/2013	906488163	\$1,800.00	55200-08-92000
DENA STEWART	OVERCHARGE ON PARK	1/2/2013	VOUCHER	\$10.00	10-21-7200
FASTENAL	ALUM. SLEEVE	12/20/2012	66350	\$6.94	55200-03-40000
FASTENAL	ALUM. SLEEVE	12/20/2012	66350	\$6.94	55200-03-40000
FASTENAL	SUPPLIES FOR SHOP	1/16/2013	66672	\$32.13	55200-03-40000
G & K SERVICES	MATS/MOPS	12/27/2012	1016687608	\$196.42	55400-02-23250
G & K SERVICES	MATS/MOPS	1/24/2013	1016699327	\$196.42	55400-02-23250
G & K SERVICES	UNIFORMS JIM/JOE	12/13/2012	1016681798	\$44.63	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	12/20/2012	1016684702	\$44.63	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	12/27/2012	1016687619	\$44.63	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	1/3/2013	1016690576	\$44.63	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	1/10/2013	1016693493	\$44.63	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	1/17/2013	1016696417	\$44.63	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	1/24/2013	1016699338	\$44.63	55200-03-46000
INFINITY TECHNOLOGY	WEBSITE	1/2/2013	54452	\$300.00	55400-03-41000
INTERGRITY FIRE PROTECTION	INSPECTION OF SPRINKLER SYSTEM	1/16/2013	44132	\$291.00	55400-02-16500
J. WENNING GRINDING	ZAMBONI KNIFE SHARPEN	1/4/2013	84581	\$42.50	55400-03-51500
J. WENNING GRINDING	ZAMBONI KNIFE SHARPEN	1/22/2013	84634	\$42.50	55400-03-51500
JAMIE KOEHLER	CANCELLED YOUTH TENNIS	1/28/2013	VOUCHER	\$20.00	
KATHY ZIESEMER	REFUND ON FUN NIGHT	1/9/2013	VOUCHER	\$18.00	
MECHANICAL INCORPORATED	FALL CHILLER CHECK & START UP	12/18/2012	43416	\$3,015.45	55420-02-16250
MECHANICAL INCORPORATED	CHILLER REPLACEMENT	12/19/2012	43417	\$7,850.00	
MECHANICAL INCORPORATED	WARRANTY ON CHILLER	12/17/2012	43414	\$1,540.00	
MECHANICAL INCORPORATED	HEATING CHECK	12/19/2012	43415	\$1,665.45	55400-03-51500
MERRILL COURIER	ADVERTISING PROGRAMS	12/31/2012	123112035	\$180.00	55400-03-41000
MERRILL STREET DEPARTMENT	PARTS FOR POWERRAKE	12/27/2012	5486	\$246.02	55200-03-50000
MERRILL STREET DEPARTMENT	REPAIR TAIL LIGHT	12/27/2012	5489	\$19.67	55200-03-50000
MERRILL STREET DEPARTMENT	REPLACEMENT HOSE	12/27/2012	5495	\$37.40	55200-03-50000
MERRILL STREET DEPARTMENT	REPLACED FITTINGS	12/27/2012	5496	\$162.39	55200-03-50000
MERRILL STREET DEPARTMENT	REPLACED BOLT	12/27/2012	5506	\$35.29	55200-03-50000
MERRILL STREET DEPARTMENT	REPLACE BLOWN FUSE/INSPECTED TRAILOR	12/27/2012	5507	\$221.25	55200-03-50000
MERRILL STREET DEPARTMENT	INSTALL NEW CUTTING EDGE & SHOES	12/27/2012	5508	\$67.56	55200-03-50000
MERRILL STREET DEPARTMENT	REPAIR WATER TANK,AIR GAP	12/27/2012	5512	\$141.28	55200-03-50000
MERRILL STREET DEPARTMENT	BUILD SHOES FOR BLOWER	12/27/2012	5533	\$33.78	55200-03-50000
MERRILL STREET DEPARTMENT	INSTALL BACK FLOW AIR GAP	12/28/2012	5532	\$168.90	55200-03-50000
MERRILL WATER UTILITY	MARC	2/10/2013	350-31240-00	\$87.00	55400-02-21000
MERRILL WATER UTILITY	OLD DNR BUILDING	2/10/2012	338-00820-01	\$55.85	55200-02-21000
MERRILL YOUTH HOCKEY	BREAKFAST WITH SANTA	12/8/2012	VOUCHER	\$288.50	55300-03-41500
MIKE DRURY	PARK CANCELLATION	1/28/2013	VOUCHER	\$100.00	10-21-7200
NAPA AUTO PARTS	CABIN AIR FILTER	1/2/2013	395114	\$67.89	55200-03-50000





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## CITY OF MERRILL

Parks & Recreation Dept. - Smith Center

### February 2013 Parks & Recreation Directors Board Report

**Parks:** With the interesting winter weather we have been experiencing we have been having a difficult time with our outdoor ice rinks. We finally opened them on January 26<sup>th</sup>. We then had to close them on the 29<sup>th</sup> due to freezing rain and are hoping that the cold weather that follows will allow us to open for a few weeks in a row. We typically try to keep them open through February if possible, but if weather is unstable after the middle of February we won't put any more water on them. So we will see what the weather brings us. I have met twice with Becher Hoppe to continue planning on our 2013 projects, including: Kitchenette Roof, Lions Park ADA renovation, MARC parking lot striping, Water Park preliminary work, and Normal Park Master Planning. I would like to bring some of these projects to the Commission next month so we can get some approvals ready to go for spring. I would like to try to get some projects done earlier this year so they aren't all going on at the same time. We also have to be sensitive to when the different peak times are for the different user groups. Ott's Park project is almost complete. The concession/announcers area and ADA renovation is approximately 90% complete with only a few minor things remaining. Our crew will paint the bathroom addition when weather permits in the spring/early summer to keep costs down. These improvements turned out very nice and I think will be a very well received by park users. I have also been working on getting addresses for each of our parks. This was a point that was brought up a number of times in the past, and most recently during one of our visioning sessions. This will help people, especially those visiting from out of town, get accurate directions to our beautiful parks. The MARC, Ranger Station, and Park Shop are currently the only facilities/properties with actual addresses.

**Forestry:** As February is upon us, it is time to start getting hazard tree inspections identified. Over the next few weeks I will be doing terrace tree inspections to find hazard prunings and removals. Once those are defined, then I will go through and lay out the plan for 2013 for routine maintenance tree work. This is done in cooperation with the Street Department, as they are the ones that perform the physical tree work for us. I am planning on having an increase in tree calls and work this year due to the number of severe weather events we have had over the past two years, coupled with very limited precipitation. This has caused severe stress to many trees and it can take a growing season or two for the tree to show these signs of stress. So we all need to cross our fingers for a "bounce back" year of moderate precipitation, as trees are very resilient.

**Recreation:** As I type this we are getting ready for our Winterfest activities this weekend. The weather is going to play a very important role on whether we are able to do snow sculptures at Normal Park. The volleyball tournament has once again been well received with over 9 teams registered. That is up from last year so we are headed in the right direction. As you have all heard in the past, we are going to continue to either bring back some past events that were successful, and left by the wayside, or

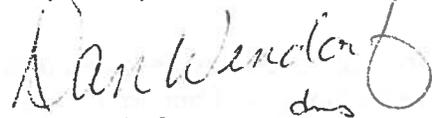
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continue to develop new destination events. It is also important that we continue to develop these systematically so they are planned and executed the right way. We have also been working on our spring and summer recreation programs in hopes that we can have them available to the public in early April. This was very successful last year in that it gave people plenty of time to choose their programs and register. Last year was one of our most successful recreational years ever and we fully intend to build off of that success.

**Smith Center:** We are still busy with ice time and skating events here at the Smith Center. We recently had the MHS Hockey tournament a few weekends ago and will have the Merrill Ice Reflections Figure Skating show in the coming weeks as well. We are also having a Winter Fest Skate out here this weekend. Our open skates on the weekends are starting to grow in numbers again as well and that is great to see. It is a great, safe place for kids to go during the weekend. We are also working on the numerous dry floor events that will begin as soon as the ice comes out in March. We have a great line up of dry floor events this year, including: Wedding Expo, Ladies Lifestyle Expo, Children's Festival, Business & Trade Show, Lincoln Lager Barleyfest, and a number of weddings to name a few. I have been working with Merrill Youth Hockey Association and Merrill Ice Reflections Figure Skating Club to acquire a television to be placed in the Community Room at the Smith Center. This television will be utilized by all groups throughout the year, not only for down time entertainment for supporters during ice time, but for film study by the hockey teams and performing skaters, training videos for our staff, and as an added amenity to sell to potential room renters for their presentations to their audience. The television set is being purchased from a local business and will have full integration capabilities that will improve people's experience here at the Smith Center. I have also been working with Mechanical Incorporated, Inc. to get ready for our HVAC upgrades in the building that was budgeted for 2013.

**Other:** As usual, I would invite and encourage members on the Commission to contact me at any time with questions, comments, or concerns. This will ensure ample time for discussion leading up to our monthly meetings. We have a lot of things going on again this year and it is very important that we are all on the same page. We are all here to help improve the quality of life of our citizens.

Respectfully Submitted,

A handwritten signature in black ink that reads "Dan Wendorf". The signature is written in a cursive style with a large, looping "D" and "W". Below the main signature, there is a smaller, simpler signature that appears to be "dms".

Dan Wendorf  
Parks & Recreation Director  
City of Merrill

## **Wendorf, Dan**

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**From:** vconrad3417@charter.net  
**Sent:** Tuesday, January 29, 2013 4:26 PM  
**To:** Wendorf, Dan  
**Subject:** Dog Park

Hi Dan,

Do you know if the dog park will be on the Feb 6th Park & Rec Meeting?

Amy Matke asked me who to contact about submitting a bid for the fencing. She and her husband are affiliated with Countryside Fencing.

I gave her your contact located on the City of Merrill's web site.

Vince told me some of the locations that are being considered. Our top picks are:

Gebardt Park

Mark Center

Streeter Square

Stange Park (between the swimming pool & the basket ball court)

No matter where the location, we are hoping for at least 2 acres.

Phynette

## Wendorf, Dan

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**From:** steve sabatke <stevesabatke@hotmail.com>  
**Sent:** Friday, January 18, 2013 10:15 AM  
**To:** Wendorf, Dan  
**Subject:** PrairieDog Park

Dan,

I see you are looking to develop a "Dog Park". You already have one. Having lived overlooking Prairie Trails Park for 15 years I could not help but notice a full 75% of people walking the path have dogs. They take them for a walk and let them do their business not having to worry about clean up. We have been calling it 'PraireDog Park" for years.

Steve

Jerry Geiss: 2 good locations phone call  
on 1/21/13 @ 9:00AM

Airport Road - East side 5 open acres  
Across St on west side of Airport Rd - "Berlin Prop"

## Wendorf, Dan

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**From:** Mary Sommer <sommerbreeze99@yahoo.com>  
**Sent:** Thursday, January 17, 2013 1:13 PM  
**To:** Wendorf, Dan  
**Subject:** Dog Park

Good day Sir, I read the article in the Foto re: Dog Park. I believe this is such a great idea, as dogs are such a big part of most Merrilite families. Such a park enables them to meet and socialize on natural grounds. It can also create positive relations between the people. It would also be more than likely that pet owners would comply with vaccinations and registration requirements. I like the idea of using the Prairie Trails, to the east of the bridge correct? Would this location also have access to higher ground? How many acres are available? Would there be area available for expansion in the future?

Could we do a Friends of the Dog Park donation jugs in area business as a fund raiser?

In the future maybe we could ask the local Boy Scouts & Cub Scouts for some help they would be able to use it as a service project.

Just some ideas I had, let me know what you think, and thank you for your time.

Grego  
Gregory H.

Sommer      [sommerbreeze99@yahoo.com](mailto:sommerbreeze99@yahoo.com)

## **Wendorf, Dan**

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**From:** Thompson, Jeremy  
**Sent:** Thursday, January 17, 2013 2:22 PM  
**To:** Wendorf, Dan; Caylor, Anne  
**Subject:** dog park

just wanted to put in my suggestion, which is could we do it up in the the MADC/City property off of Thielman street. behind Zastrows and to the northwest, I think there's a decent number of acres there that can't be built on because of the sludge landfill.

since it can't be built on, soothing like a dog park, which could then 'develop' the area a little bit, rather than the scruffy 'wasteland' it sort of is now. especially if we're planning more development and 'visibility' in that area.

thanks,

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**Jeremy M. Thompson**  
Historical Preservation Committee, City of Merrill  
715-536-9115 (home)  
715-218-7646 (cell)

**Wendorf, Dan**

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**From:** vconrad3417@charter.net  
**Sent:** Friday, June 08, 2012 10:01 AM  
**To:** Wendorf, Dan  
**Subject:** RE: Weston Dog Park

Dog Park

Hi Dan,

I discussed the basic and Cadillac plan with my cohorts. This is what we came up with:

**Basic:**

3 to 3 1/2 acres - 3 acres for large dogs & a separate 1/2 acre section for small dogs.

Entrance needs a double gate with hooking mechanism so gate does not open

Shade

Bins or some sort of containers for waste

Sign or bulletin board listing rules

Some sort of locked container for donations

Containers for donated poop bags

**Cadillac:**

Running Water

Covering on fence by gated area

Agility equipment

We are assuming the Park dept would still mow the area correct?

As I mentioned in the May meeting, the fencing does not have to be cyclone. It would be beneficial in the entrance area as there can be a lot of jumping (by the dogs & people :)

You mentioned asking the city for funds..... I am hoping we can raise the majority of it through donations, grants ...

The Tomahawk committee advertised for fencing donations, \$, volunteers to install the fence... we could do the same.

Let me know what else I can do.



### Dog Park area at Riverside Park



DISCLAIMER: The City of Merrill Does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

SCALE: 1" = 99'

Print Date: 1/15/2013



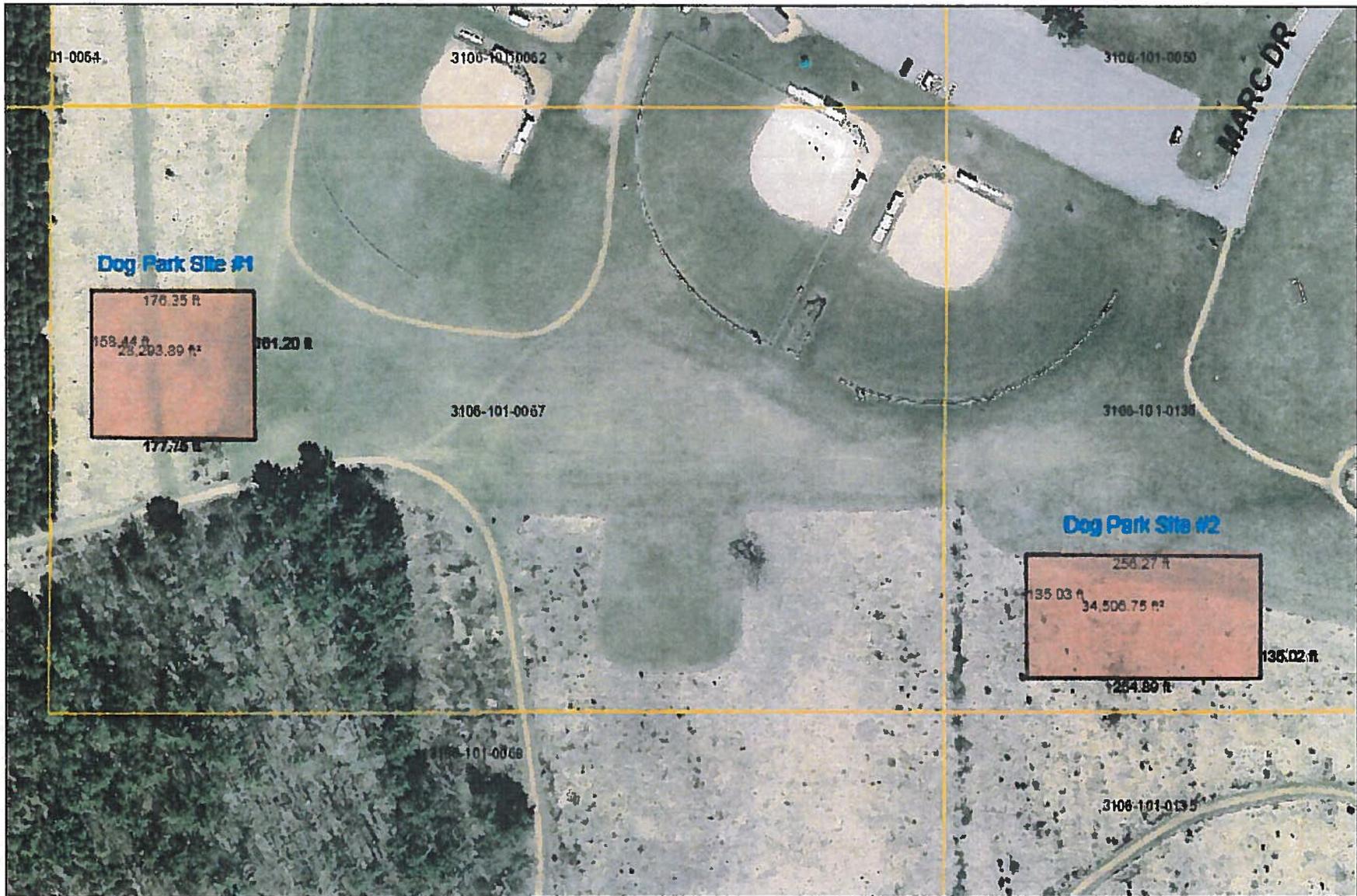
### Prairie Trails Dog Park Location



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SCALE: 1" = 395'

Print Date: 1/15/2013



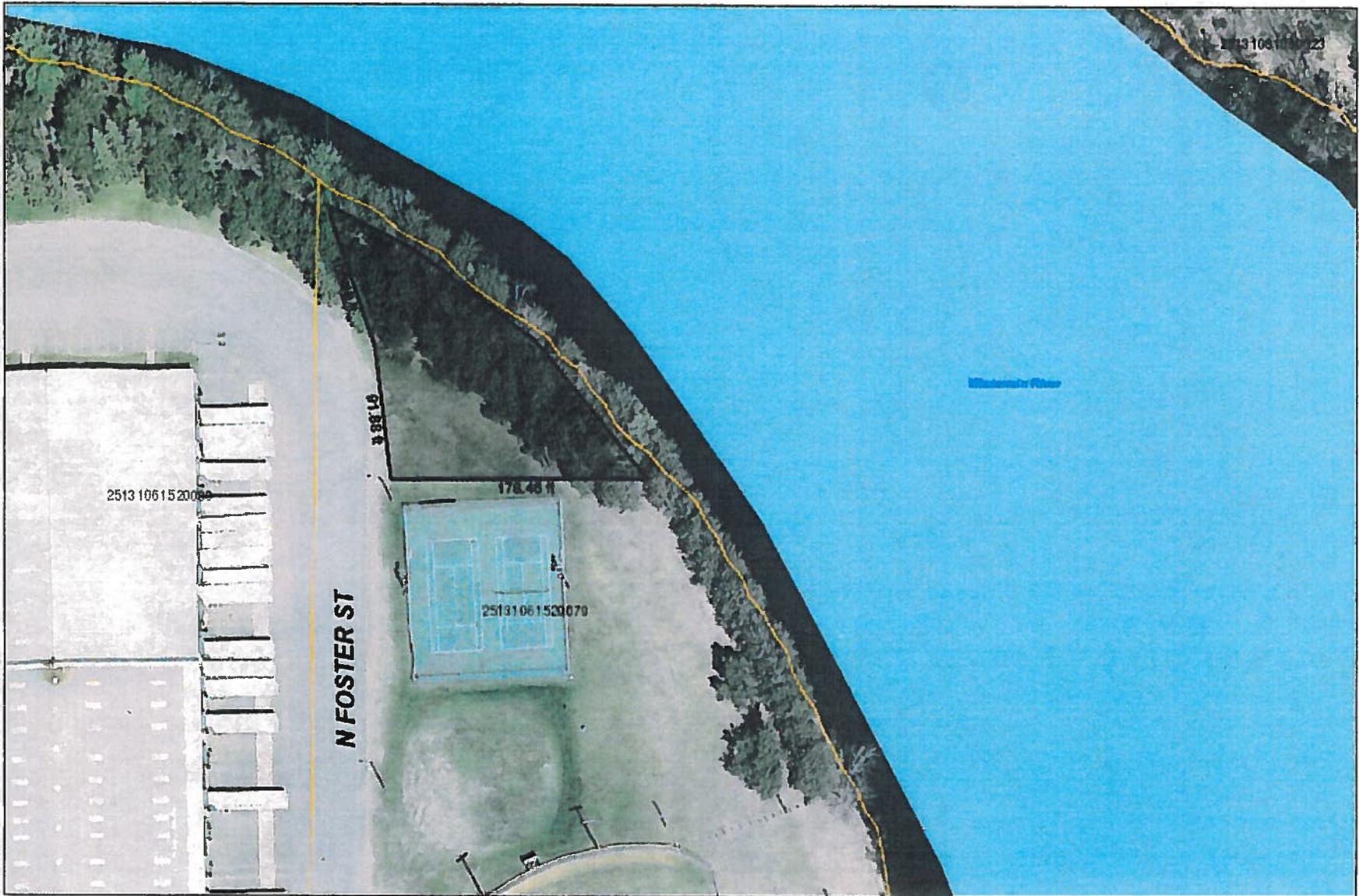
City of Merrill GIS  
 MARC Dog Park Potential Sites & Sizes



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SCALE: 1" = 155'

Print Date: 12/13/2011



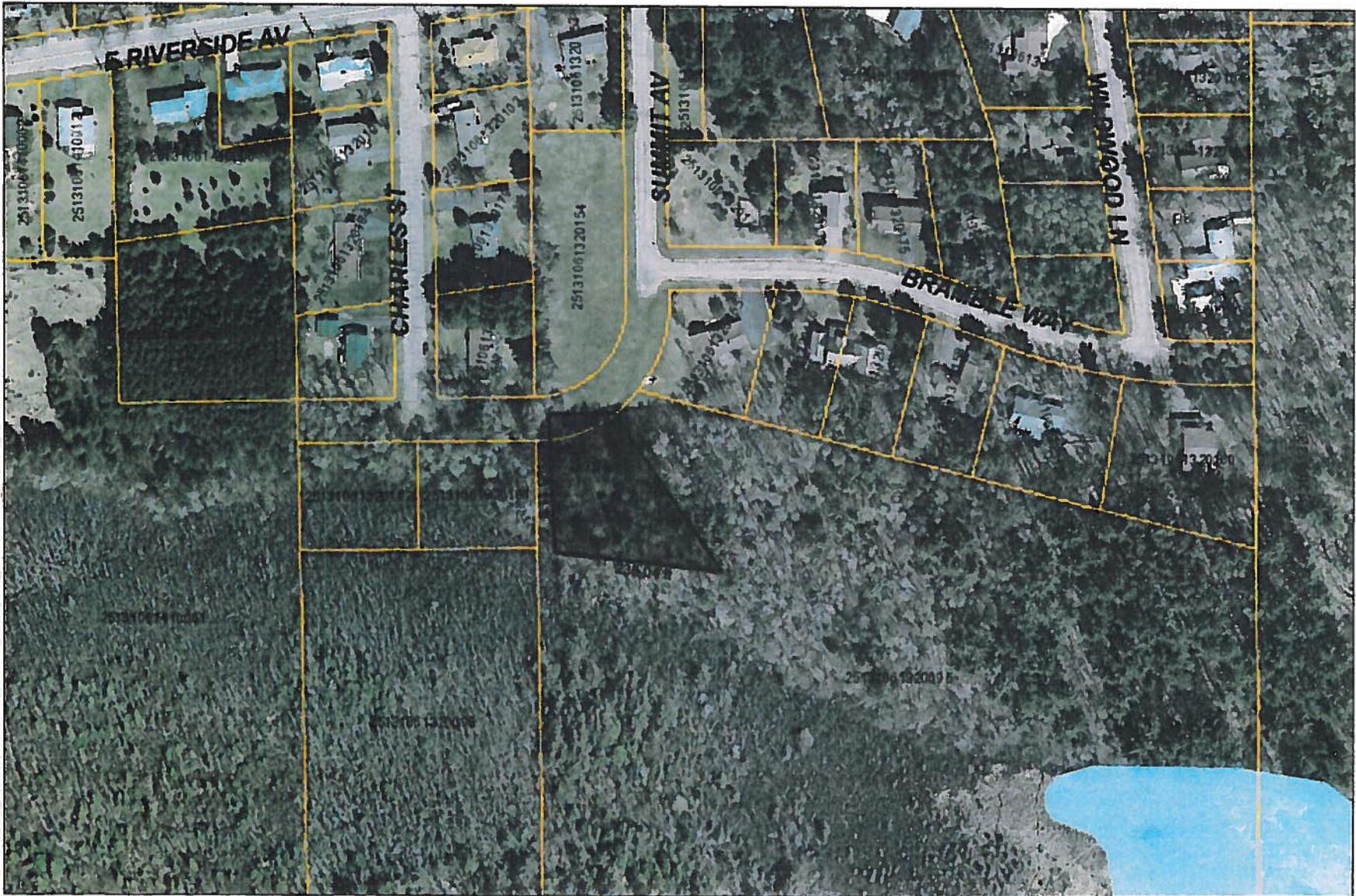
### Otts Park Dog Park Location



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SCALE: 1" = 99'

Print Date: 1/15/2013



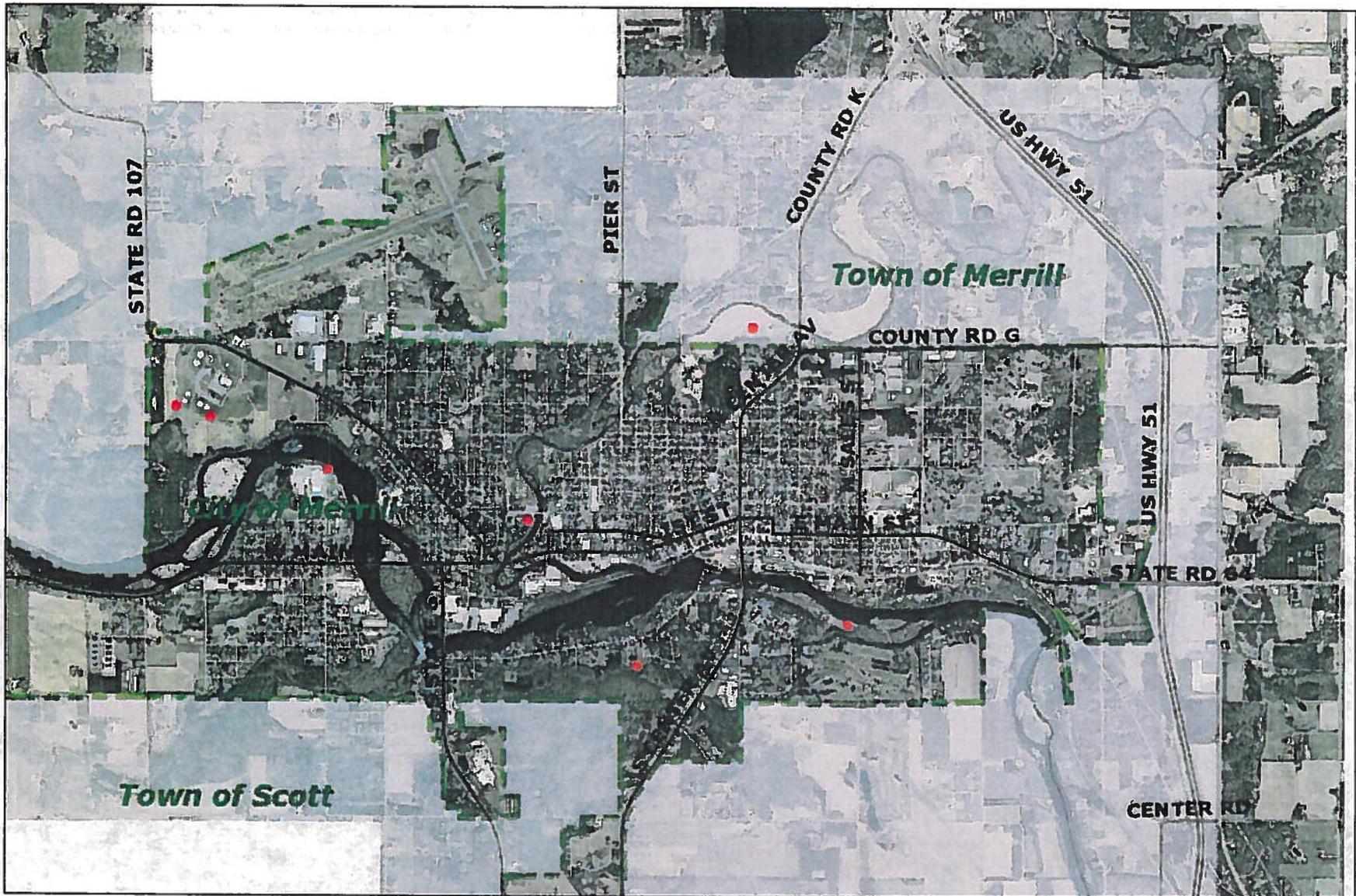
### Dog Park area at Gebert Park



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SCALE: 1" = 198'

Print Date: 1/15/2013



city map showing dog park possibilities



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SCALE: 1" = 3160'

Print Date: 1/15/2013



## Dog Park area at Stange Park

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SCALE: 1" = 198'



Print Date: 1/15/2013

**City of Merrill  
Parks and Recreation Commission**

DRAFT FOR REVIEW ONLY

**RESOLUTION OF SUPPORT**

**RIVER BEND TRAIL DEVELOPMENT WITH  
RIVER DISTRICT DEVELOPMENT FOUNDATION OF MERRILL**

January 11, 2013

**Introduction**

The River District Development Foundation of Merrill has been working to initiate a process by which a public multi-use non-motorized trail could be developed along the Wisconsin River west from Center Avenue to Council Grounds State Park.

The Foundation will launch in February 2013 a \$1 million capital campaign to finance the development of the trail.

The Foundation and City of Merrill officials have been discussing how to develop the trail together.

An initial draft of a resolution of support for a cooperative project between the Parks and Recreation Commission and the Foundation was distributed to Commission members January 2, 2013. Revisions have been made to the draft. The draft below will be provided to the Commission for formal review at the February 6, 2013 meeting. Pending Commission review and action, the resolution would then be forwarded to the City Council for review and action.

It has been agreed among the interested parties that a resolution of support would demonstrate a cooperative public-private partnership and encourage participation in the Foundation's capital campaign. The vision is to provide the Merrill community with a viable new recreation and economic development resource.

The draft resolution that follows was prepared by Phil Valitchka, Principal, Phil Valitchka Public Relations, Consultant to the River District Development Foundation of Merrill, in consultation with Dave Johnson, City Administrator, and Tom Hayden, City Attorney. Attorney Hayden on January 9, 2013 reviewed the draft and provided edits and resolution formatting that is contained in the version that follows. The draft will be presented to the Merrill Park and Recreation Commission February 6, 2013 for review and recommendation to the City Council.

-Draft Resolution Follows-

{Enter agenda no.}

RESOLUTION NO. \_\_\_\_

**A RESOLUTION OF SUPPORT FOR THE RIVER BEND TRAIL PROJECT - DRAFT**

**Whereas** residents of the City of Merrill organized the River District Development Foundation of Merrill (Foundation) and a Friends of the River District group to provide resources that allow all Merrill area citizens to take part in the community's beautiful river corridors; and

**Whereas** the Foundation is a donor advised organization of the Community Foundation of North Central Wisconsin and donations would realize IRS charitable contribution benefits; and

**Whereas** the Foundation has produced a trail concept report through a grant and technical services from the National Park Service; and

**Whereas** the Foundation will undertake a capital campaign to raise \$1 million dollars to fund development of a segment of the River Bend Trail west from Center Avenue in the City of Merrill to Council Grounds State Park; and

**Whereas** in cooperation with the Foundation, the Merrill Parks and Recreation Department (Department) has been studying the concept of developing a multiple-use, non-motorized trail along the Wisconsin River on abandoned railroad right-of-way west from Center Avenue to Council Grounds State Park; and

**Whereas** linear parks (trails) are included as a category of park facilities in the new five-year Parks and Recreation Plan through which the City is eligible for federal and state recreation funding; and

**Whereas** the Department has obtained appraisals of Canadian National Railroad (the railroad) properties: known as the Wood Line, in Merrill along the Wisconsin River in anticipation of possible purchase for a corridor on which a trail would be developed in part; and

**Whereas** the Department has engaged the railroad in discussions about the purchase of the Wood Line properties; and

**Whereas** the City requires an environmental assessment, with acceptable results, and indemnification to use land on which a trail may be developed; and

**Whereas** the Department anticipates submitting applications to the Department of Natural Resources and the Wisconsin Department of Transportation for grants to purchase land and develop trail facilities; and

**Whereas** Wisconsin Public Service Corporation has communicated that it will cooperate with the City to provide public access to land it owns on the Wisconsin River at Center Avenue that may serve as a trail head facility; and

**Whereas** funding to build the trail would be provided through the Foundation and demonstrate cooperation for public good;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this \_\_\_\_ day of \_\_\_\_\_, 2013, that the Common Council along with the Merrill Parks and Recreation Commission supports the River Bend Trail project and will enter into discussions with the Foundation to establish mutual understandings on which the partnership would be based, such discussions to include the following (concepts):

1. The Foundation would raise money to finance development of the trail project including:
  - a. Purchase of land
  - b. Local match dollars for grants
  - c. Environmental investigations
  - d. Preliminary and final design documents
  - e. Trail construction
  - f. Trail enhancements and amenities
  - g. Ongoing trail maintenance
2. Within its usual and customary methods of project management and park facility development activities, the Department would provide guidelines and specifications for trail facilities that may be constructed.
3. The Foundation, in cooperation with and under the oversight of the Commission, would undertake the following tasks:
  - a. Encourage the adoption by the Commission of a River Bend Trail of Merrill project concept west from Center Avenue to Council Grounds State Park as described in the River Bend Trail Concept Plan Report, prepared by the National Park Service, and Foundation literature
  - b. Seek the preparation of a scope of work on terms acceptable to the Commission for possible trail development that would provide guidance and detail as necessary and would include pledges for the following activities:
    - i. Secure for the City an acceptable Environmental Assessment with appropriate indemnification to make it possible for the City to become holder in title to any property that is proposed for trail development
    - ii. Prepare an Environmental Assessment in cooperation with the Wisconsin Department of Natural Resources
    - iii. Prepare documents to place the railroad Wood Line parcels on official City Map
    - iv. Administer a schedule for federal and state grant applications
    - v. Acquire land for trail development purposes
    - vi. Prepare preliminary and final design documents
    - vii. Prepare a trail construction project description and schedule
  - c. Determine annual maintenance costs for a trail and a method to finance them.

4. In cooperation with the Foundation, the Department would administer applications for federal and state grants.
  - a. The Foundation would provide the funding required for the local match requirements for grants that may be awarded to the Department
5. The Foundation would initiate discussions with Wisconsin Public Service Corporation for possible access through easement or other means to land at the Merrill hydro dam on the Wisconsin River at Center Avenue for trail purposes.
6. The Foundation and Commission would on a regular basis inform each other about The River Bend Trail of Merrill fund raising and project development activities.

**Be It Further Resolved** that the City of Merrill Common Council, City of Merrill Parks and Recreation Commission, and the River District Development Foundation of Merrill shall use their best efforts to implement the goals and tasks as set forth above, and as may be adopted and reviewed by the signers hereof from time to time.

Recommended by: Parks and Recreation  
Commission

CITY OF MERRILL, WISCONSIN

Moved:

\_\_\_\_\_  
William R. Bialecki  
Mayor

Passed:

\_\_\_\_\_  
William N. Heideman  
City Clerk

## **Interested Parties to the Resolution of Support**

The following is provided for information only and is not a part of the resolution text.

### Merrill Parks and Recreation Commission

Dan Novitch, Chairman  
Brian Artac  
Anne Caylor, Alderperson  
Ralph Sturm  
Mike Willman  
Dorwin Harris  
Steve Hintze

Dan Wendorf, Parks and Recreation Director

The Merrill Parks and Recreation Commission has jurisdiction over the City's parks and all recreation facilities. Master plans for park development are created and maintained by the Commission.

The Commission has powers and duties provided by sections 27.08, 27.09 and 27.10 of the Wisconsin State Statutes.

### The River District Development Foundation of Merrill Board of Directors

Gene Bebel, President	Jim Wedemeyer, VP	Larry Hampel
Debbe Kinsey, Secretary	Tony Kusserow	Steve Dahm
Chris Malm	Sue Weith	Sharon Anderson
Dan Wendorf	Mike Willman	Stevie Roets
Morgan Thompson	Judy Woller	Shelley Hersil

### The Foundation Ex-Officio Advisors

Alan Malm	Jeremy Cordova	Eric Malm
Michael Ravn	Jack Sroka	Doug Williams
Kent Reinhardt	Lori Malm	Sharon Schmidt
Mariann Venrooy	Art Lersch	

### The Foundation Capital Campaign Committee

David Hayes, Co-Chairman	Mike Willman, Co-Chairman	
Gene Bebel, RDDFM President	Judy Woller	Steve Dahm
Debbe Kinsey		

# WASHINGTON ELEMENTARY SCHOOL

Merrill Area Public Schools  
1900 East Sixth Street  
Merrill, Wisconsin 54452-1611

Telephone: 715-536-2373

Fax: 715-536-1759

TO: Dan Wendorf

FAX #: 715-539-2790 Number of Pages: 3

DATE: 12-11-12 TIME: 12:25

FROM: Kristen Noritch

NOTES: Hi Dan -

Washington would like to be considered  
for Prairie Trails Bank Adoption  
program. Please let me know if there  
are other things needed and what  
the next steps maybe!

- Kristen



# ADOPT-A-PARK VOLUNTEER APPLICATION

Date: 12-11-12

Contact Information:

Washington Elementary School  
Group/Organization Name

Kristen Novitch  
Group Contact Person

1900 E. 6<sup>th</sup> Street WI 54452  
Address City State Zip Code

715-536-2373 715-536-1759  
Daytime/Evening Phone Cell Phone Fax Number

Kristen.Novitch@maps.k12.wi.us  
Email Web Page

7:45-3:45 300  
Best Time to Contact Number of Participants

Preferred Contact Method for Newsletters, etc:  Mail  Email  Phone

Type of Participant

- Individual/Family
- Corporate
- Business Group
- Service Club
- School Group
- Other \_\_\_\_\_
- Community Group
- Church

Area(s) of Interest

- Beach
- Open Space
- General Volunteer for:
- Park
- Education Programs
- Events
- Trail
- Other \_\_\_\_\_
- Other Prairie Trails Park  
Please specify your area of interest

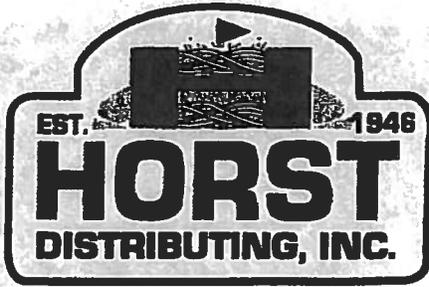
Location \_\_\_\_\_

Return this form to:

City of Merrill, Parks & Recreation Department, 1100 Marc Drive, Merrill, WI 54452  
 Or Fax to: (715) 539-2790  
 Or Email to: dan.wendorf@ci.merrill.wi.us

I have read and understood this statement of commitment for the adopt-a-Park Program and I agree to the terms of participation.

Prairie Trails Park	
Designated Trail Section, Park, or Facility	
Washington School	300
Organization	Estimate Number of Participants
Kristen Novitch	
Contact Person	
1900 E 6 <sup>th</sup> Street	
Address, City, Postal Code	
715-536-2373	12-11-12
Phone Number	Application Date
Kristen L. Novitch 12-11-12	
Signature of Contact Person	Date
	Parks & Recreation Director
	Date



# QUOTATION

P.O. Box 110, 444 N. Madison St., Chilton, WI 53014-0110  
Phone 800-279-2341

Turf Maintenance Equipment & Supplies  
Serving N.E. Wisconsin & Upper Michigan

QUOTE **No. 8995**

DATE 1/7/13

ATTENTION: Dan

YOUR INQUIRY Verbal

TO Mr. Dan Wendorf  
CITY OF MERRILL  
1100 Marc Dr  
MERRILL WI 54452

We are pleased to submit the following quotation on our interpretation of your requirements. All quoted prices are subject to change after 30 Days from date of this quotation. Sales and use tax, where applicable, payable by the Buyer.

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
	We respectfully quote the following for your consideration...		
One (1)	Turfco Mete-R-Matic IV Tow Type Topdresser, 60" Width, Ground Drive, 1 Cubic Yard Hopper: REGULAR PRICE	\$10,730.00	
	SPECIAL PRICE ON OUR DEMO UNIT		\$8,495.00
One (1)	Turfco XL Top Dresser, Tow Type, 60" Width, Ground Drive, 2.25 Cubic Yard Hopper: REGULAR PRICE	\$16,700.00	
	SPECIAL PRICE ON OUR NEW UNIT		\$13,995.00
One (1)	Turfco CR-7 Large Area TopDresser, Tow-Type, Spinner Top Dresser, 1.8 Cubic Yard Hopper. 35HP Tractor with 6 G.P.M. Hydraulic Flow Required: REGULAR PRICE	\$15,530.00	
	SPECIAL PRICE ON OUR NEW UNIT IN STOCK		\$11,995.00

F.O.B. Merrill - Assembled and Ready  
for Operation.

DELIVERY: Our Truck

TERMS: Net 30 Days

We appreciate the privilege of quoting on your requirements and hope for your favorable consideration.

Sincerely,

HORST DISTRIBUTING, INC.

By Grant Mortimer  
Grant Mortimer, President

# Mete-R-Matic® IV

Tow-Type Topdresser



Patented ground-drive system provides a consistent application every time.



Easy on/off switch.



Uniform application regardless of moisture content.

## Designed to Handle Any Topdressing Program

Looking for a simple, versatile, all-around topdresser for all parts of your course...and all types of material? Choose the industry favorite Meter-R-Matic® IV.

- Ideal for golf greens, cultured grasses, sports turf and other areas sensitive to weight.
- Perfect for compost or other organic material application.
- All six wheels drive the machine for consistent application on uneven terrain.
- Wide hopper design is easily loaded with front-end loader or the Turfco CR-10.
- Easily towed by turf truck vehicles.
- Proven, battle-tested design has been the standard of the industry since 1981.
- Galvanized hopper (no rusting—or potential rust flakes in topdress material).

## Specifications

<b>Model:</b>	Mete-R-Matic IV; product number 85423
<b>Drive:</b>	Wheels are driven by the ground, all six tires mechanically drive the conveyor and brush, no engine, no hydraulic system.
<b>Hopper Capacity:</b>	1 cubic yard
<b>Hopper Size:</b>	72" x 36" (1.83 m x 0.92 m) at top, tapering to 60" x 20" (1.5 m x 0.51 m) at bottom, 17 1/2" (0.45 m) deep
<b>Spreading Width:</b>	60" (1.5 meters)
<b>Topdressing Speed:</b>	Up to 8 MPH (12.8 km/h)
<b>Transport Speed:</b>	Up to 15 MPH (24 km/h) empty, 8 MPH (12 km/h) loaded
<b>Application:</b>	From very fine to 1/4"
<b>Conveyor Belt:</b>	Wide rubber composition with patented Chevron belt 60" (1.5 meters)
<b>Metering Gate:</b>	Taintor gate design is easily adjusted and provides a uniform opening up to 2 1/4" (57 mm)
<b>Brush:</b>	9" (228 mm) diameter, polypropylene bristle
<b>Controls:</b>	Electric clutch actuator to engage conveyor and brush. Metering gate control for depth of application.
<b>Clutch:</b>	The main clutch is a mechanical ratchet design actuated electrically from the operator's position on the tow vehicle.
<b>Wheels and Tires:</b>	Six, 16" x 6.50" x 8" rib tread turf tires
<b>Hitch:</b>	Heavy-duty pin hitch
<b>Empty Weight:</b>	851 lb (386 kg)

METE-R-MATIC is a registered trademark of Turfco Manufacturing, Inc.

Specifications subject to change without notice.

# Reinders



**Grounds & Sports Turf**

Dale Marach, SCPS  
Territory Manager  
W227 N6225 Sussex Road  
Sussex, WI 53089-3969  
Cell #(920) 470-0973  
Fax #(262) 786-6111

[dmarach@reinders.com](mailto:dmarach@reinders.com)

**For: Merrill Parks Dept.  
1100 Marc Drive  
Merrill, WI. 54452**

<b>Golf &amp; Grounds Equipment</b>	<b>Quote Good for 30 Days</b>
<b>Quote Date</b> 1/23/2013	<b>www.Nationalipa.org</b>

**Attn: Dan Wendorf**

Competitively Solicited and Award to Toro by the City of Tucson, AZ RFP120535

Qty	Model #	Toro - Wisconsin Produced & Supported	NIPA Total
-----	---------	---------------------------------------	------------

- 1 44507 Topdresser 2500
- 1 92-2774 Draw Bar Assembly
- 2 92-2700-03 Bracket Hitch Arm
- 2 115-2032 U-Bolt
- 1 92-2724 Decal
- 2 32153-5 Lock Nut
- 10 32153-2 Lock Nut
- 4 323-6 Screw
- 2 325-6 SCREW-HH
- 2 323-8 Screw
- 1 3290-379 Cable Tie
- 1 106-9680 Hydraulic Brake Kit
- 1 106-9699 Trailer Jack (Adjustable)



**Total MSRP: \$14,474.96**  
**Discount: (\$3,155.54)**  
**Total Purchase: \$11,319.42**



**ProPass 200 Wireless**

**Total MSRP: \$12,276.00**  
**Discount: (\$2,676.17)**

**Total Purchase: \$9,599.83**



**Propass Cross Conveyor and Swivel Kit**

**Total MSRP: \$2,788.00**  
**Discount: (\$607.78)**

**Total Purchase: \$2,180.22**



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  - Core Processor
  - Dethatcher/ Seeder
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- Manuals and Literature
- Fleet Management**
  - myTurf Fleet Management
  - Toro Protection Plus

# Topdresser 2500 (44507)

Like 0

25 Cubic Foot (.7 cu. m.) Capacity  
 All Wheel Drive  
 Ground-Powered Hydraulic Drive



Testimonial Microsite

Overview Features Specifications Manuals

<b>Application Rate</b>	Fully variable, light to heavy
<b>Belt</b>	Seamless
<b>Height</b>	42.5" (108 cm)
<b>Hopper Capacity</b>	25 cubic feet (.7 cu. m.)
<b>Length</b>	101.5" (258 cm)
<b>Spreading Width</b>	60 inches (152 cm)
<b>Warranty</b>	2 year limited warranty
<b>Weight</b>	1,454 lbs. (660 kg)
<b>Width</b>	73" (185 cm)

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Toro's Fleet Management system offers a unique combination of tools that increase the efficiency of your team, and the result is clear - Increased Productivity.

[Increase My Productivity](#)

## Wendorf, Dan

---

**From:** Brenda Mamer <bmamer@gmail.com>  
**Sent:** Wednesday, January 30, 2013 2:21 PM  
**To:** Wendorf, Dan  
**Subject:** park plan

Hi Dan,

After reading through the P&R long range plan I thought I'd share some of my impressions and thoughts.

My responses reflect the order in the plan.

**Skate Park:** It is small, highly used, no bathroom, why not expand it or relocate it. I was happy to read that you're already thinking about that. Even though these users may not have an advocate, they deserve bigger and better because they are truly using it.

**Memorial Forest:** WHY is this even part of the CITY? It should be traded or sold. The City has more than enough challenges creating and maintaining parks and facilities within the city.

**Prairie Trails:** The surface would be improved if it was a harder, finer packed material. A circular trail could be created on the eastern section, and pit toilets that would be open year round would be nice.

**Resources:** The CITY parks are used by AREA residents from neighboring townships, families within the MAPS district. Isn't it time we asked them to contribute towards these facilities?

For smaller projects, service groups and others would be happy to participate in occasional park projects to paint or spruce up the parks.

**Biking/hiking/ quality of life:** It is time for Merrill to develop bike routes and trails to make biking safer and to encourage walking and biking around the city.

By not promoting these quality of life recreational opportunities and valuing healthy lifestyles, Merrill will continue to be a major exporter of people to communities that do!

Brenda Mamer  
H 715.536.6329  
C 715.351.1954



Print Page

**Report:** Summary - cityofmerrill  
**Date Range:** 01/01/2012 - 12/31/2012

Total Sessions	28,606.00
Total Pageviews	61,018.00
<b>Total Hits</b>	<b>251,367.00</b>
Total Bytes Transferred	14.44 GB
Average Sessions Per Day	78.16
Average Pageviews Per Day	166.72
Average Hits Per Day	686.80
Average Bytes Transferred Per Day	40.40 MB
Average Pageviews Per Session	2.13
Average Hits Per Session	8.79
Average Bytes Per Session	529.26 KB
Average Length of Session	00:02:17

**Help Information:**

**Summary**

The Summary shows totals and averages for Sessions, Pageviews, Hits, and Bytes for the currently selected Date Range. Visitors information is not shown here because it is only available when UTM visitor tracking is employed.

**Calculation Methodology**

- Session: A series of Hits to your site over a specific period of time by one visitor.
- Pageview: A request to the web server by a visitor's browser for any web page; this excludes images, javascript, and other generally embedded file types.
- Hit: Any successful request to a webserver from a visitor's browser.
- Bytes: The quantity of network bandwidth used by the files requested during the selected Date Range.

**Note**

Because Bytes numbers can be very large, abbreviations are used as appropriate, such as MB for megabytes (~millions of bytes). The average length of Session is displayed as hours:minutes:seconds.

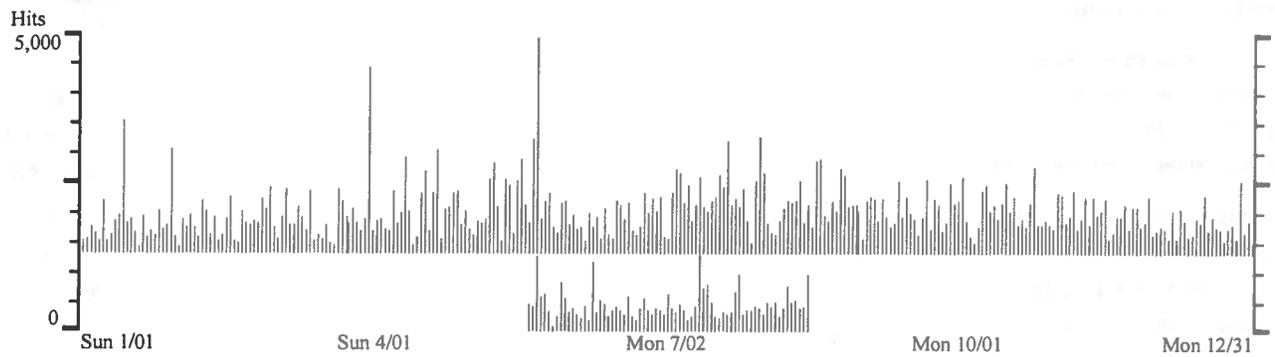
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Print Page

Report: Hits Graph - cityofmerrill  
Date Range: 01/01/2012 - 12/31/2012

**Range Total: 251,367    Daily Average: 686.80**



**Help Information:**

**Hits Graph**

This report shows the trend of recent activity on your website in terms of successful Hits over time. The default timeframe is one week, but this can easily be changed in the Date Range control area.

**Calculation Methodology**

A 'Hit' is simply a successful request to your web server from a visitor's browser for any type of file, whether an image, HTML page, an MP3 file, or any other type. A single web page can cause many Hits -- one for each image included on the page, etc.

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