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CITY OF MERRILL

Parks & Recreation Dept. - Smith Center

AUGUST MEETING NOTICE

The Merrill Parks and Recreation Commission will meet on **Wednesday, August 7, 2013, at 5:00 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. Review/Approve City Forest Timber Sale bid.
4. Review/Approve Lions Park Restroom renovation bid.
5. Update on Bicycle & Pedestrian Facilities Grant.
6. Discuss parking at the Merrill Area Recreation Complex.
7. Monthly reports.
8. Set date for next meeting.

9. **Public Hearing regarding the location of the proposed future Outdoor Swimming Pool.**

10. Public comment
11. Adjournment

Submitted by

Dan Novitch, Chairman
Parks and Recreation Commission

The Merrill City Hall is accessible to the physical disadvantaged. If special accommodations are required, please contact City Hall at 536-5594.

**CITY OF MERRILL
1004 EAST FIRST STREET
MERRILL, WI 54452**

NOTICE OF PUBLIC HEARING

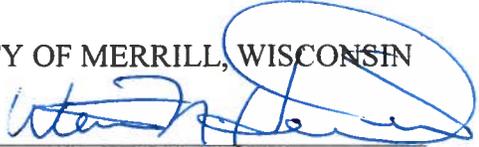
All persons interested will be given an opportunity to be heard at a public hearing to be held by and before the Parks and Recreation Commission of the City of Merrill, Wisconsin, commencing at 6:00 p.m. on Wednesday, August 7, 2013, in the City Hall Council Chambers, 1004 East First Street, Merrill, Wisconsin, on the following proposed matter, to wit;

A. Discuss potential locations of Outdoor Pool.

Anyone having any questions regarding the hearing should contact Parks and Recreation Director Dan Wendorf at 715-536-7313.

Dated: July 31, 2013

CITY OF MERRILL, WISCONSIN

By: 

William N. Heideman
City Clerk

- PARKS AND RECREATION COMMISSION

June 12, 2013

The Merrill Parks and Recreation Commission met on Wednesday, June 12, 2013 at 4:15 p.m. at the City Hall.

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

Members Excused Absent:

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: Dave Johnson, Phynette Conrad, Vincent Conrad, Darin Pagel, Steve Hass, Jeff Cammack, Maddy Natzke

Chairperson Dan Novitch welcomed Melissa Schroeder to the Park and Recreation Commission.

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

***Carried unanimously.

***Motion by Caylor, seconded by Artac, to approve the claims.

Novitch questioned the bill from CTL. Wendorf stated that one bill was for toilet paper and one bill was paper toweling for the parks during the summer.

***Carried Unanimously.

The first item on the agenda was removed from the agenda. Wendorf stated that was handled prior to the meeting.

The next item on the agenda was to review/approve bids for dog park fence. Wendorf stated that he received three bids for the fence. Security Fence bid a 4 foot fence at \$8,679.00 and a 5 foot fence at \$9,872.00, Fortress Fence bid a 4 foot fence at \$13,766.00 and a 5 foot fence at \$14,936.00 and Countryside Fence and Deck bid a 4 foot fence at \$11,439.66 and a 5 foot fence at \$12,403.71. Wendorf recommended accepting the bid from Security Fence for the 5 foot fence at \$9,872.00.

***Motion by Willman, seconded by Sturm, to approve the bid from Security Fence for \$9,872.00.

***Carried Unanimously.

Sturm questioned how long it will be for the fence to be installed. Wendorf stated that once he notifies Security Fence and they can schedule the work it will only take a couple of days to install the fence.

The next item on the agenda was to review Athletic Park Shade Structure proposal from Merrill Baseball Association. Wendorf stated that the Shade Structure will be completely funded through the Merrill Baseball Association. Enclosed in the packet is a diagram of the shade structure and location of the shade structure. Wendorf stated that the plan for the shade structure was already

approved by City Plan and City Council and is basically looking to also have the blessing of the Park and Recreation Commission. Artac stated that most of the funding has been donated in memory of Keith Zuesldorff. Building Inspector Darin Pagel stated that the structure would be anchored into the ground and also the platform will also help anchor the structure. Darin Pagel stated that the structure will be built by volunteers in the Baseball Association.

***Motion by Willman, seconded by Sturm to approve the Shade Structure at Athletic Park.

***Carried Unanimously.

The next item on the agenda was to review City Forest timber sale proposals and request permission to bid. Wendorf stated that Rich LaValley put together a proposal for the City Forest for a timber sale for the next couple of years. Wendorf stated that the DNR does the bidding and handles all the contracts for the timber sale. Sturm questioned where the money goes from the timber sale. Wendorf stated that all the money is put into the general fund. Wendorf stated it is revenue credited to the Park and Recreation Department but the money flows into the general fund.

***Motion by Sturm, seconded by Caylor, to approve the timber sale proposal for the City Forest to be handled by the DNR.

***Carried Unanimously.

The next item on the agenda was to discuss/review summer playground fee structure. Wendorf stated that he did not think this item would need to be addressed because within the last week there was over 60 kids that signed up for the summer playground program. Steve Hass stated that he received a phone call from a parent stating that because they owned a business in town and did pay city taxes he should be considered a resident and not have to pay non-resident fees. Caylor stated that she did not think it was a good idea to approve that because otherwise we will have everyone doing that. Sturm also stated it becomes difficult to differentiate because people who live outside the city own rental units and try to use that for personal use of city services.

***Motion by Sturm, seconded by Caylor to leave all fees as is with no changes.

***Carried Unanimously.

The next item on the agenda was to continue discussion on the outdoor pool. Wendorf stated that he met with Becher/Hoppe and went over the codes that would need to be followed for the outdoor pool and by going a little smaller for the swim area; it would also decrease the size of the bathrooms and showers which would save a lot of money on construction. Caylor suggested that a public meeting should be done regarding the pool to see how the public feels on the location of the pool. The pool will continue to be on the agenda for the Park and Recreation Commission.

The next item on the agenda was to review Lions Park renovations and request permission to bid. Wendorf stated that he has been working with Becher/Hoppe on the new plans for Lions Park renovations. Wendorf stated that both bathrooms will be ADA accessible and one more stall in each bathroom will be added. There will also be ADA accessibility down to the fields as well. Wendorf stated that with the Park and Recreation permission he would like to put this out for bids to start with construction after the baseball season ends.

***Motion by Schroeder, seconded by Caylor to give permission to Wendorf to put Lion's Park renovations out for bid.

The next item on the agenda was the election of Chairperson and Vice Chairperson. Novitch asked if there were any nominations for Chairperson.

Sturm nominated Melissa Schroeder for Chairperson. Artac nominated Novitch for Chairperson. Melissa Schroeder requested to decline her nomination for Chairperson; she didn't feel she has enough knowledge to be the Chairperson.

Willman made a motion to close and cast the ballot for the unanimous vote for Novitch for Chairperson.

***Carried Unanimously.

Novitch asked if there were any nominations for Vice Chairperson.

Caylor nominated Sturm for Vice Chairperson; Sturm declined stating that he would not have enough time. Willman nominated Artac for Vice Chairperson; Artac declined stating that he is unable to make some meetings due to his commitment to coaching. Willman nominated Dorwin Harris. Harris accepted the nomination.

Caylor made a motion to close and cast the ballot of the unanimous vote for Dorwin Harris as Vice Chairperson.

***Carried Unanimously.

The next item on the agenda was monthly reports by Wendorf. Wendorf asked if anyone had any questions. Wendorf stated that hopefully the weather will start to cooperate; at this point all workers have been on the mowers everyday trying to keep up with the grass. Wendorf stated that registrations and programs are well under way and going good. Harris questioned if what was going to happen to the outdoor hockey rink at the MARC. Wendorf stated that it still has not been settled with the insurance company.

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

The next regular meeting is scheduled for August 7, 2013 at 5:00 p.m., and a community public meeting at 6:00 p.m. regarding the Outdoor Pool. Both meetings will be held in the Council Chambers at the Merrill City Hall.

Public Comment: Melissa Schroeder announced that on July 31 the homeless task force will be doing a check on all the parks from 11:00 p.m. to 3:00 a.m. to see if the Merrill Community has any homeless people sleeping in the parks.

***Motion by Artac, seconded by Willman, to adjourn at 5:20 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary

		JUNE			
GREEN LAWN UNDERGROUND SPRINKLERS	SPRING SYSTEM START UP	5/27/2013	13-9414	\$140.50	55200-02-15000
ACE HARDWARE	POLY LAWN RAKE	5/28/2013		\$25.98	55200-03-40000
ACE HARDWARE	CORDLESS HAND VAC	6/1/2013		\$44.93	55200-03-40000
ACE HARDWARE	SUPPLIES FOR SHOP	5/26/2013		\$99.73	55200-03-40000
ACE HARDWARE	BOLTS	5/21/2013		\$2.79	55200-03-40000
ACE HARDWARE	DOOR STOP CHAINS	5/21/2013		\$20.98	55200-03-40000
ACE HARDWARE	EDEGUARD	5/30/2013		\$53.99	55200-08-91000
ACE HARDWARE	PLANTS FOR GARDEN	6/11/2013		\$52.38	55300-03-41500
ACE HARDWARE	SINGLE KEY CUT	6/10/2013		\$7.36	55200-03-40000
ACE HARDWARE	BROOMS	6/20/2013		\$37.98	
ACE HARDWARE	KEYS	6/5/2013		\$8.78	55200-03-40000
ACE HARDWARE	SUPPLIES FOR PARKS	6/5/2013		\$45.43	55200-03-40000
ACE HARDWARE	TRASH CANS	6/5/2013		\$74.97	55200-08-91000
ACE HARDWARE	FASTENERS	6/10/2013		\$8.99	55200-03-40000
AMERICAN WELDING & GAS	CYLINDER RENTAL	5/31/2013	2261733	\$27.90	55200-02-15000
AMERICAN WELDING & GAS	CYLINDER RENTAL	5/31/2013	5560811	\$18.60	55200-02-15000
AMY SEVERT	SECURITY DEPOSIT	6/26/2013	VOUCHER	\$50.00	10-21-7200
AMY SEVERT	RENTAL	6/26/2013	VOUCHER	\$50.00	45200-46722
ANDREA MALLUEGE	SECURITY DEPOSIT	6/26/2013	VOUCHER	\$50.00	10-21-7200
BAUMGART WASTE REMOVAL	WASTE REMOVAL	6/1/2013		\$58.00	55400-02-23600
BAUMGART WASTE REMOVAL	WASTE REMOVAL	6/2/2013		\$58.00	55400-02-23600
BB COMMUNITY LEASING SERVICE	COPY MACHINE	6/11/2013	2058	\$138.25	55300-03-41500
BEACON ATHLETICS	PRO LEAGUE BAGS	6/18/2013	429249	\$950.00	55200-08-1000
BLOOMING WISHES	FLOWERS	5/28/2013		\$30.00	
BURGOYNE'S TOILET RENTAL	TOILET RENTAL	5/20/2013	44682	\$230.00	55200-02-15000
BURGOYNE'S TOILET RENTAL	TOILET RENTAL	6/1/2013	44869	\$110.00	55200-02-15000
CAROLYN SUTTON	PARK CANCELLATION	5/31/2013	VOUCHER	\$50.00	10-21-7200
CAROLYN SUTTON	PARK CANCELLATION	5/31/2013	VOUCHER	\$50.00	
DANECA STEWARDT	SECURITY DEPOSIT	5/30/2013	VOUCHER	\$50.00	10-21-7200
DAVE'S COUNTY MARKET	ICE PACKS	6/6/2013		\$5.19	55300-03-41500
DEBBIE BARTZ	SECURITY DEPOSIT	5/31/2013	VOUCHER	\$50.00	10-21-7200
DEBRA RAJEK	SECURITY DEPOSIT	6/26/2013	VOUCHER	\$50.00	10-21-7200
DIANE GOETSCH	SECURITY DEPOSIT	6/26/2013	VOUCHER	\$50.00	10-21-7200
DON BAACKE	SECURITY DEPOSIT	6/26/2013	VOUCHER	\$50.00	10-21-7200
DONALD LUEDTKE	SECURITY DEPOSIT	5/30/2013	VOUCHER	\$50.00	10-21-7200
DUNHAM SPORTS	TENNIS BALLS FOR TENNIS CAMP	6/14/2013		\$61.88	55300-03-415000
FAULKS BROS. CONSTRUCTION	INFIELD MIX	6/13/2013	193158	\$745.29	55200-08-91000
FUN4KIDZWAUSAU.COM	INFLATABLES	6/26/2013	1057	\$370.00	55300-03-41500
G & K SERVICES	UNIFORMS JIM/JOE	5/30/2013	1016751417	\$45.29	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	5/23/2013	1016748535	\$43.09	55200-03-46000
G & K SERVICES	MATS/MOPS	6/13/2013	1016757161	\$196.42	55400-02-23250
G & K SERVICES	UNIFORMS JIM/JOE	6/6/2013	1016754298	\$45.29	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	6/13/2013	1016757172	\$48.29	55200-03-46000
GIRL SCOUTS	SECURITY DEPOSIT	5/31/2013	VOUCHER	\$50.00	10-21-7200
HAVEN	SECURITY DEPOSIT	6/26/2013	VOUCHER	\$50.00	10-21-7200
HEARTLAND COOP	SUN & SHADY BAG LAWN	5/30/2013	210008	\$102.76	55200-08-91000
INVISION TECHNOLOGY	WEBSITE BARLEYFEST	6/15/2013	13000127	\$139.00	BARLEYFEST
J. WENNING GRINDING	ZAMBONI KNIFE SHARPEN	5/30/2013	85437	\$158.00	55400-03-51500
JANICE COLE	SECURITY DEPOSIT	6/26/2013	VOUCHER	\$50.00	10-21-7200
JAY BERNHARD	SECURITY DEPOSIT	5/30/2013	VOUCHER	\$50.00	10-21-7200
JEAN HERDT	SECURITY DEPOSIT	6/26/2013	VOUCHER	\$50.00	10-21-7200
JENNIFER HEISINGER	SECURITY DEPOSIT	6/26/2013	VOUCHER	\$50.00	10-21-7200
JODI KLEINSMIDT	SECURITY DEPOSIT	6/26/2013	VOUCHER	\$50.00	10-21-7200
JODY SHERFINSKI	REFUND ON DIAMOND USAGE	6/26/2013	VOUCHER	\$105.00	PARK REVENUE
JOHN KRAEGERBRINK	SECURITY DEPOSIT	5/31/2013	VOUCHER	\$50.00	10-21-7200
JOLETA WESTBROCK	SECURITY DEPOSIT	5/30/2013	VOUCHER	\$50.00	10-21-7200
KATIE KRAUSE	SECURITY DEPOSIT	5/30/2013	VOUCHER	\$50.00	10-21-7200
KATIE PATTON	SECURITY DEPOSIT	6/26/2013	VOUCHER	\$50.00	10-21-7200
KEVIN HARING	SECURITY DEPOSIT	6/26/2013	VOUCHER	\$50.00	10-21-7200
KIM HOSTVEDT	PARK CANCELLATION	5/30/2013	VOUCHER	\$50.00	10-21-7200
KIM HOSTVEDT	PARK CANCELLATION	5/30/2013	VOUCHER	\$55.00	
KRUEGER PLUMBING	OTTS PARK- WOMENS TOILET	5/28/2013	21111	\$137.55	55200-03-50000
KRUEGER PLUMBING	OTTS PARK	6/12/2013	21168	\$166.50	55200-02-15000
MARC OLLMANN	CANCELLATION OF PROGRAM	6/26/2013		\$15.00	
MARIAH KLADE	SECURITY DEPOSIT	6/26/2013	VOUCHER	\$100.00	

		JULY			
WISCO SECURITY AGENCY	BAND NIGHTS	7/16/2013	130708	\$85.00	55200-02-15000
ACE HARDWARE	FASTENERS	6/18/2013		\$5.26	55200-03-40000
ACE HARDWARE	ROLLER COVERS/PAINT BRUSHES	6/25/2013		\$15.46	55200-08-91000
ACE HARDWARE	MULCH CEDAR BARK	6/26/2013		\$85.33	55200-08-91000
ACE HARDWARE	HOSES	6/28/2013		\$23.98	55300-03-41500
ACE HARDWARE	PL PREM PU ADHESIVE	6/28/2013		\$4.99	55200-03-40000
ACE HARDWARE	PARTS FOR SHOP	7/6/2013		\$13.05	55200-03-40000
ACE HARDWARE	COUPLEHOSE	7/7/2013		\$7.49	55200-03-40000
ACE HARDWARE	ROPE	7/2/2013		\$6.99	55200-03-40000
ACE HARDWARE	MASKING TAPE	7/10/2013		\$17.97	55200-03-40000
ACE HARDWARE	BULBS	7/10/2013		\$29.98	55200-03-40000
ACE HARDWARE	PHOSFREE LAWN FERT.	7/10/2013		\$30.99	55200-03-40000
ACE HARDWARE	TEKK PROTECTRO HEAR FLDING	7/10/2013		\$23.98	55200-03-40000
ACE HARDWARE	WASP AND HORNET	7/11/2013		\$15.96	55200-03-40000
ACE HARDWARE	TRASH CANS	7/13/2013		\$49.98	55200-03-40000
ACE HARDWARE	PAINTBRUSHES	7/8/2013		\$5.49	55200-03-40000
ACE HARDWARE	CAULK TUB WHT.	7/16/2013		\$8.58	55200-03-40000
ACE HARDWARE	ELEMENT SOCKET WRENCH	7/17/2013		\$36.97	55200-03-40000
ACE HARDWARE	KEY CUT	7/17/2013		\$7.95	55200-03-40000
ACE HARDWARE	PAINTBRUSHES	7/11/2013		\$2.98	55200-03-40000
AL SCHMIDT	SECURITY DEPOSIT	7/28/2013	VOUCHER	\$50.00	10-21-7200
AMERICAN WELDING	CYLINDER RENTAL	6/30/2013	646	\$18.00	55200-02-15000
AMERICAN WELDING	CYLINDER RENTAL	6/30/2013	929	\$27.00	55200-02-15000
AMY BERGMANN	SECURITY DEPOSIT	7/8/2013		\$50.00	10-21-7200
ATCO INTERNATIONAL	CENTURION	7/1/2013	132383	\$133.00	55200-03-40000
BAUERNFEIND	COPIER MAINTENCE	7/6/2013	61031	\$44.66	55300-03-41500
BAUGART WASTE REMOVAL	WASTE HAULING JUNE	7/2/2013		\$58.00	55400-02-23600
BB COMMUNITY LEASING	PRINTER LEASE	7/11/2013	2058	\$138.25	55300-03-41500
BEACON ATHLETICS	SPARKLE	6/21/2013	429406	\$332.60	55200-08-91000
BECKY RYDER	SECURITY DEPOSIT SMITH CENTER	7/28/2013	VOUCHER	\$100.00	
BEIN CRAFTY	SOCCER SHIRTS	7/23/2013	4432	\$195.00	55300-03-41500
BELL TOWER	SECURITY DEPOSIT	7/8/2013	VOUCHER	\$50.00	21-7200
BURGOYNE'S TOILET RENTAL	PORTA POTTY RENTAL	7/1/2013	45233	\$110.00	55200-02-15000
BURGOYNE'S TOILET RENTAL	PORTA POTTY RENTAL	7/1/2013	45232	\$115.00	55200-02-15000
BURGOYNE'S TOILET RENTAL	TOILET RENTAL	7/2/2013	45172	\$245.00	55200-02-15000
CARQUEST	GREASE	6/28/2013	50717	\$39.92	55200-03-40000
CENTRAL WISCONSIN COOPERATIVE	MACHINERY PARTS	6/30/2013	94404	\$162.23	55200-03-50000
CHRISTA LAHTI	REFUND ON CLASS	7/28/2013	VOUCHER	\$75.00	
CHRISTINE WILMINK	SECURITY DEPOSIT	7/28/2013	VOUCHER	\$50.00	10-21-7200
CLARA MCKENNA AQUATIC CENTER	SUMMER PLAYGROUND	6/21/2013	70302	\$120.00	55300-03-41500
COLOR CREATIONS, LLC	BARLEYFEST TICKETS	7/1/2013	2013/293	\$77.86	BARLEYFEST
COSMO THEATRE	SUMMER PLAYGROUND	6/15/2013		\$904.00	55300-03-41500
COUNTY MATERIALS	MASON SAND	7/18/2013	2229547	\$108.00	55200-08-91000
COUNTY MATERIALS	MASON SAND	7/18/2013	2229488	\$108.00	55200-08-91000
COUNTY MATERIALS	MASON SAND	7/18/2013	2229385	\$108.00	55200-08-91000
COUNTY MATERIALS	MASON SAND	7/18/2013	2228605	\$108.00	55200-08-91000
DAVE'S COUNTY MARKET	FAMILY FUN NIGHT	6/26/2013		\$80.00	55300-03-41500
DAVE'S COUNTY MARKET	SUMMER PLAYGROUND	6/17/2013		\$23.59	55300-03-41500
DAVE'S COUNTY MARKET	SUMMER PLAYGROUND	6/17/2013		\$21.37	55300-03-41500
DAVE'S COUNTY MARKET	BUBBLE GUM	7/8/2013		\$7.92	55300-03-41500
DAVE'S COUNTY MARKET	TBALL SNACK	7/15/2013		\$5.00	55300-03-41500
DAVE'S COUNTY MARKET	SUMMER PLAYGROUND	7/15/2013		\$82.34	55300-03-41500
DAVE'S COUNTY MARKET	SUMMER PLAYGROUND	7/18/2013		\$3.70	55300-03-41500
DAVE'S COUNTY MARKET	SUMMER PLAYGROUND	7/18/2013		\$23.70	55300-03-41500
DAVE'S COUNTY MARKET	SUMMER PLAYGROUND	7/1/2013		\$57.58	55300-03-41500
DAVE'S COUNTY MARKET	SUMMER PLAYGROUND	7/21/2013		\$54.47	55300-03-41500
DEBBIE BARTZ	SECURITY DEPOSIT	7/8/2013		\$50.00	10-21-7200
DEBRA RAJEK	SECURITY DEPOSIT	7/28/2013	VOUCHER	\$50.00	10-21-7200
DELORIS HEISE	SECURITY DEPOSIT	7/28/2013	VOUCHER	\$50.00	10-21-7200
DON HEYEL	LABOR DAY	7/28/2013	VOUCHER	\$1,500.00	LABOR DAY
FASTENAL	PARTS FOR MOWER	6/21/2013	69164	\$5.95	55200-03-40000
FASTENAL	NET CABLE TIE	7/5/2013	69387	\$6.48	55200-03-40000
FAULKS BROS. CONSTRUCTION	SAND	7/1/2013	6	\$745.29	55200-08-91000
FERGUSON ENTERPRISES	FLUSH VLV CART KIT	6/19/2013	824489	\$27.79	55200-03-50000
FUN4KIDZWAUSAU	FAMILY FUN NIGHT	7/24/2013	1139	\$345.00	55300-03-41500

G & K SERVICES	UNIFORMS	6/20/2013	1016760049	\$48.29	55200-03-46000
G & K SERVICES	UNIFORMS	6/27/2013	1016729928	\$72.24	55200-03-46000
G & K SERVICES	MOPS/ MATS	7/11/2013	1016768653	\$216.06	55400-02-23250
G & K SERVICES	UNIFORMS	7/4/2013	1016765812	\$46.89	55200-03-46000
G & K SERVICES	UNIFORMS	7/11/2013	1016768664	\$46.89	55200-03-46000
G & K SERVICES	UNIFORMS	7/25/2013	1016774331	\$50.04	55200-03-40000
G & K SERVICES	UNIFORMS	7/18/2013	1016771502	\$46.89	55200-03-46000
GEORGIA GUSTAFSON	REFUND ON CLASS	7/28/2013	VOUCHER	\$12.00	
GLORIA SAUER	SECURITY DEPOSIT	7/8/2013	VOUCHER	\$50.00	10-21-7200
HARDGRAVE APPLIANCE	REFRIG.	7/10/2013	5367313	\$648.99	55200-08-91000
HEARTLAND COOPERATIVE	GLY STAR PLUS 2.5 GAL	6/19/2013	212095	\$93.00	55200-08-91000
HEARTLAND COOPERATIVE	GLY STAR PLUS 2.5 GAL	6/3/2013	210435	\$93.00	55200-08-91000
HEARTLAND COOPERATIVE	GLY STAR PLUS 2.5 GAL	7/11/2013	213926	\$98.12	55200-08-91000
HORST DISTRIBUTING	SWITCH	7/2/2013	30473	\$28.15	55200-03-50000
JAKE'S JUMPERS	INFLATABLES LABOR DAY	7/28/2013		\$810.00	LABOR DAY
JANET THOMPSON	TENNIS CAMP	7/8/2013	VOUCHER	\$345.00	55300-03-41000
JEFF EVERETT	SECURITY DEPOSIT	7/28/2013	VOUCHER	\$50.00	10-21-7200
JENNIFER PECK	SECURITY DEPOSIT	7/8/2013	VOUCHER	\$50.00	10-21-7200
JESSICA NASS	REFUND ON CLASS	7/28/2013	VOUCHER	\$12.00	
JODY MAULSON	SECURITY DEPOSIT	7/28/2013	VOUCHER	\$50.00	10-21-7200
JOSH HIPKE	SOCCER CAMP	7/8/2013	VOUCHER	\$300.00	55300-03-41000
JOURDYN GLISCH	SECURITY DEPOSIT	7/28/2013	VOUCHER	\$50.00	10-21-7200
KRUEGER PLUMBING	OTT'S PARK	7/11/2013	21321	\$1,730.79	55200-08-91000
LES N JIMS	BOWLING SUMMER PLAYGROUND	7/10/2013	11523	\$777.00	55300-03-41500
LINCOLN COUNTY	FAIRGROUNDS RENTAL	7/28/2013		\$300.00	LABOR DAY
LINCOLN WOOD PRODUCTS	SECURITY DEPOSIT	7/28/2013	VOUCHER	\$50.00	10-21-7200
MANDY DEAUDRY	SECURITY DEPOSIT	7/28/2013	VOUCHER	\$50.00	10-21-7200
MATT HOLT	SECURITY DEPOSIT	7/8/2013		\$50.00	10-21-7200
MERRILL COURIER	ADVERTISING	6/30/2013	63013023	\$260.00	55400-03-41000
MERRILL DISTRIBUTING	HAND CLEANER	6/19/2013	1211442	\$242.80	55200-03-40000
MERRILL DISTRIBUTING	TOWELS	6/12/2013	1211729	\$84.80	55200-03-40000
MERRILL DISTRIBUTING	RUBBER GLOVES	6/26/2013	1212180	\$104.05	55200-03-40000
MERRILL STREET DEPARTMENT	OVERHEATING - P-1	6/25/2013	5768	\$97.28	55200-03-50000
MERRILL STREET DEPARTMENT	REPLACE TINES FOR SCARIFIER - P-10	6/12/2013	5749	\$301.33	55200-03-50000
MERRILL STREET DEPARTMENT	REPLACE MOWER BLADE - P-18	6/25/2013	5755	\$144.45	55200-03-50000
MERRILL STREET DEPARTMENT	SERVICE & INSPECTION - P-18	6/25/2013	5761	\$139.16	55200-03-50000
MERRILL STREET DEPARTMENT	INSTALL SHUT OFF VALVES - P-8	6/25/2013	5760	\$188.55	55200-03-50000
MERRILL STREET DEPARTMENT	INSTALL CORRECT FRONT WHEEL - P17	6/25/2013	5767	\$34.96	55200-03-50000
MERRILL STREET DEPARTMENT	DRIVE CLUTH OFF - P-11	6/25/2013	5765	\$159.93	55200-03-50000
MERRILL WATER UTILITY	1110 10TH STREET E	4/2/2013	338-000820	\$101.82	55200-02-21000
MERRILL WATER UTILITY	RIVERSIDE PARK	8/10/2013	330-51240-13	\$26.29	55200-02-21000
MERRILL WATER UTILITY	RIVERSIDE PARK - BATHROOMS	8/10/2013	330-51040-13	\$108.59	55200-02-21000
MERRILL WATER UTILITY	MARC	8/10/2013	350-31240-00	\$87.00	55400-02-21000
NAPA AUTO PARTS	PRESTO PINS	6/25/2013	422895	\$18.99	55200-03-40000
NAPA AUTO PARTS	BATTERY	7/5/2013	424660	\$184.21	55200-03-50000
NAPA AUTO PARTS	BATTERY	7/17/2013	426673	\$161.10	55200-03-50000
NICOLE HILL	SECURITY DEPOSIT	7/28/2013	VOUCHER	\$50.00	10-21-7200
NORTHWOODS CHEMICAL	MOLD/MILDEW REMOVER	6/25/2013	30951	\$114.05	55200-03-40000
PARK CITY CREDIT UNION	SECURITY DEPOSIT	7/28/2013	VOUCHER	\$50.00	10-21-7200
PATTY FEHLBERG	SECURITY DEPOSIT	7/8/2013		\$50.00	10-21-7200
PERMAR SECURITY	SECURITY SERVICES	6/8/2013	999153	\$391.44	55400-02-16500
QUICK SILVER BROADCASTING	ADVERTISING	6/30/2013	62439	\$246.00	55400-03-41000
RANDY MYERS	SECURITY DEPOSIT	7/8/2013		\$50.00	10-21-7200
RENEE SMITH	SECURITY DEPOSIT	7/28/2013	VOUCHER	\$50.00	10-21-7200
ROGER ROTHMEYER	SECURITY DEPOSIT	7/28/2013	VOUCHER	\$50.00	10-21-7200
RTL ELECTRIC	ATHLETIC PARK	7/11/2013	5786	\$649.32	55201-02-22000
RTL ELECTRIC	KITCHENETTE PARK	7/23/2013	5800	\$155.27	55200-02-15000
SHARE CORP.	T-BOWL CLEANER	7/3/2013	847036	\$220.08	55200-03-40000
TRANTOW DO IT CENTER	TREATED PINE	6/21/2013	554	\$18.98	55200-08-91000
TRANTOW DO IT CENTER	TREATED PINE	6/21/2013	556	\$23.17	55200-08-91000
WALMART	FAMILY FUN NIGHT	6/26/2013		\$85.86	55300-08-41500
WALMART	SUMMER PLAYGROUND	7/1/2013		\$62.15	55300-03-41500
WALMART	SUMMER PLAYGROUND	7/22/2013		\$62.10	55300-03-41500
WILDWOOD PARK	SUMMER PLAYGROUND	6/26/2013		\$457.50	55300-03-41500
WISCO SECURITY AGENCY	FIREWORKS	7/16/2013	130707	\$340.00	FIREWORKS ACCT.
WPS	SOCCER CONCESSION STAND	8/1/2013	0405061701-00011	\$97.29	55200-02-22000



330 Fourth Street, PO Box 8000, Wausau, WI 54402-8000
 Tel: 715.845.8000 | Fax: 715.845.8008 | becherhoppe.com

INVOICE
 TIN 39-0875123

May 31, 2013
 Project No: 2011.095.00
 Invoice No: 17104

Kathy Unertl
 Finance Director
 City of Merrill
 1004 East First Street
 Merrill, WI 54452-2586

Professional Engineering / Architectural Services

Professional Services from April 27, 2013 to May 24, 2013

Phase 008 MARC Concessions (1/m *separate inv)

Professional Personnel

	Hours	Rate	Amount	
CAD Technician III	.90	85.00	76.50	
Totals	.90		76.50	
Total Labor				76.50
				Total this Phase
				\$76.50

Phase 018 Lions Park ADA accessible (1/m *sep inv)

Professional Personnel

	Hours	Rate	Amount	
CAD Technician III	4.50	85.00	382.50	
CAD Technician II	.50	75.00	37.50	
CAD Technician I	19.70	65.00	1,280.50	
Land Surveyor, RLS	3.20	85.00	272.00	
Land Surveyor	.50	75.00	37.50	
Totals	28.40		2,010.00	
Ovt. Premium			13.25	
Total Labor				2,023.25

Reimbursable Expenses

Travel			2.83	
Total Reimbursables			2.83	2.83

Unit Billing

Mileage				12.43
				Total this Phase
				\$2,038.51

Phase 020 Water Park Study (1/m)

TERMS - Payment is due upon receipt. Amounts unpaid after 30 days will bear interest of 1.5% per month (18% annually) until paid.
 REMIT TO: Becher-Hoppe Associates, Inc. PO Box 8000 Wausau, WI 54402-8000

Project	2011.095.00	Merrill MC General Engineering Services	Invoice	17104
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Professional Personnel

	Hours	Rate	Amount	
Project Engineer II, PE	3.80	120.00	456.00	
CAD Technician III	22.10	85.00	1,878.50	
CAD Technician II	2.00	75.00	150.00	
CAD Technician I	23.50	65.00	1,527.50	
Technical Assistant	2.00	65.00	130.00	
Totals	53.40		4,142.00	
Ovt. Premium			39.76	
Total Labor				4,181.76

Reimbursable Expenses

Meals			20.00	
Travel			49.72	
Total Reimbursables			69.72	69.72

Total this Phase \$4,251.48

Total this Project \$6,366.49

Total this Invoice \$6,366.49

RECEIVED
JUN 07 2013

BY: _____

NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

210 McClellan Street, Suite 210, Wausau, Wisconsin 54403
Telephone: 715-849-5510 Fax: 715-849-5110
Web Page: www.ncwrpc.org Email: staff@ncwrpc.org



SERVING ADAMS, FOREST, JUNEAU, LANGLADE, LINCOLN, MARATHON, ONEIDA, PORTAGE, VILAS AND WOOD COUNTIES

Merrill Bicycle & Pedestrian Plan Advisory Group

Planning Background

NCWRPC is assisting the City with creating a citywide bicycle and pedestrian plan with a grant from WisDOT. The Advisory Group will provide guidance to NCWRPC, and the Merrill Park & Recreation Commission will oversee the whole process.

The Merrill Bicycle & Pedestrian Plan will include:

1. An inventory of bicycling conditions and sidewalks, bicycle and pedestrian crashes with vehicles, and bicycle and pedestrian use areas.
2. Locations of potential bicycle routes and recommendations for roadway improvements.
3. Safety programming ideas.

Membership

The Advisory Group may be made up of a variety of people who live and or work in Merrill. This group will provide local input to NCWRPC about what great bicycling and walking areas could look like in the Merrill area.

Time Commitment

- 3 to 4 meetings;
- 1.5-2 hours each meeting (possibly 5 hours for a walk audit day);
- August 2013 to April 2014

<http://www.ncwrpc.org/lincoln/merrill-bicycle/>

July 31, 2013

Dan Wendorf, Park and Recreation Director
Smith Center
1100 Marc Drive
Merrill, WI 54452

Subject: Lion's Park - Toilet Rooms and ADA Accessibility Renovation Bid Results
Dear Dan:

Bids were received from three general contractors including: J&J Lee Construction, Finnegan Construction of Merrill, and Eagle Construction of Wisconsin Rapids. The bids were opened and read with representatives from J&J Lee Construction and Eagle Construction.

The bids are as follows:

General Contractor	Base Bid	Alternate	Bid Bond	Bidders Proof Responsibility
Finnegan Construction, Merrill	\$ 38,480	In base bid	Yes	Yes
Eagle Construction, Wisconsin Rapids	\$ 48,680	\$ 4,390	Yes	Yes
J&J Lee Construction, Merrill	\$ 44,392	In base bid	Yes	Yes

The low bidder for the Base Bid including the site accessibility alternate totaling \$38,480 was submitted by Finnegan Construction of Merrill. The bid tabulation attached to this letter provides information regarding all of the bid information including the subcontractors.

The Opinion of Probable Cost prepared by Becher-Hoppe prior to bidding utilized the following construction budget of \$ 46,400 including a contingency for final design specifications.

Recommendation:

Our recommendation is to accept the Base Bid including the alternate from Finnegan Construction of Merrill based on the lowest bid amount and completed bidder's proof of responsibility. We strongly recommend a contingency of Ten percent (10%) \$3,840 to cover unknown conditions discovered during the course of construction.

Please contact me if you have questions.

Sincerely,


Melody Hamlin, Associate AIA
Project Manager

City of Merrill - Lion's Park Toilet Facility Restoration

Bid Tabulation

Bid Date: Tuesday, July 30 2013, 2:30 PM

	Eagle Construction Co., Inc	Finnegan Construction Inc.	J & J Lee Construction Co., Inc.	
Base Bid	\$48,680	\$38,480	\$44,392	
Alternate No. 1: Site Accessibility	\$4,390	\$0	\$0	
Percent on the cost of work performed by General Contractor	15%	5%	5%	
Percent on the cost of work performed by any Sub-contractor	7.5%	2%	5%	
Percent of cost of work deleted	0%	0%	0%	
List of Subcontractors (Yes or No)	Yes	Yes	Yes	
Bid Bond	Yes	Yes	Yes	

Subcontractors

Masonry		Iattoni \$8,400	
Electrical	In the Light \$2,800	Art's \$1,800	In the Light \$2,935
Plumbing	Gaffney \$11,500	Krueger \$15,830	Krueger \$15,580
	Le'Howllier \$2,000	Fresh Coat \$1,500	

City Forest Timber Sale Results

Bids were advertised for publicly, as well as sent out to 52 logging companies for the timber sale established by the WDNR and Parks & Recreation Commission. Bids were opened on Friday, July 26th at the new Merrill WDNR Ranger Station. One bid was received.

Bid #1:

Futurewood Corporation	\$39,291.25
Hayward, WI	

WDNR Forester Rich Lavalley recommends approving this bid from Futurewood. The bid was \$9,000 over the estimated value. Lavalley mentioned that Futurewood is a reputable company with a good track record.

Respectfully Submitted,

Dan Wendorf
Parks & Recreation Director
City of Merrill



merrill

Location. Nature. People.

Smart Move

CITY OF MERRILL

Parks & Recreation Dept. - Smith Center

August 2013 Parks & Recreation Director's Commission Report

Parks: Hard to believe we are already into the month of August with only a few weeks left until we begin to lose our summer staff. With the hot and dry stretch we experienced it finally slowed our never ending grass cutting adventure this summer. The grass cutting has cut into some of the small projects we were attempting to get done. But we have been chipping away at some of those projects as of late. The roof has been completed at Kitchenette Park and looks great. The project went off without any trouble or red structural flags with rot so that is very much a positive and we should be set for many years there. I have laid out the perimeter of the dog park and it will be started and completed within the next week and a half (weather permitting). All of the youth baseball and softball tournaments and leagues have wrapped up and soccer season has begun. The adult leagues are still playing for a few more leagues with softball and baseball. The MDA Softball Tourney is at Ott's Park this weekend (August 2-4) and we are working with a new non-profit group on a softball tourney at Ott's on August 23-25 for Blastomycosis awareness. I have met with Fred Heider from NWRPC to begin laying the ground work for the Bike/Ped Comprehensive Facilities Grant. Enclosed you will find a sheet describing the summary of the Advisory Group he would like me to put together to oversee the detailed work for the grant to report back to the Commission. We received bids for Lions Park Restroom Project and the summary is included with the board packet. I have been working with Becher Hoppe on pool related items including the location for the public hearing tonight. There will be a "pro" and "con" segment associated with each of the three locations that we have narrowed down to. I have also been working with Finance Department and City Administrator on finalizing Tornado Insurance process. From my understanding, the information that is needed by Crawford has been supplied to them and we are waiting on their response to final claims in order to finish up. I have been working with our maintenance crew on a multi-year initiative to beautify our parks. One of the things I would like to do over the next several years is to work on beautification initiatives that will save us time and maintenance costs. We are going to do things such as mulch planting beds with perennials in areas that we cannot mow with any of our riding equipment and/or have to weed whip and plant ground cover species in areas that are difficult to maintain, just to name a few and to give you an idea. We have so many areas that we mow that don't necessarily

Forestry: Emerald Ash Borer has been confirmed in Jefferson County and is yet another location in the southern portion of the state. We still have our traps set up around town and fortunately I have not observed any evidence of the beetle here yet. I have still been receiving tree inspection calls but not as many as last year. The amount of rain we received in May and June has helped all plants tremendously this year. I would anticipate a nice bounce back for some unhealthy trees that will be noticeable next year during the growing season. I will be starting to prepare the fall planting plan this month so we can be ready to do our annual planting in October (or shortly after trees are dormant).

Recreation: We are still in full swing for summer recreation programs and they are going very well. We have had a fantastic summer with participation in virtually all of our programs and trips. For the most part all of our programs have been running without a hitch and people are enjoying the activities. Our remaining bus trips are full, to Milwaukee Brewers and Door County. We have been getting ready to transition into our fall recreation, as that happens rather quickly. We have Flag Football skills evaluations next week along with registration. We are once again collaborating with Ministry Good Sam, Lincoln County Farm Bureau, and UW Extension to provide the Safety Day Camp, on August 6th at the Ranger Station. This is a great event that they run every year with great numbers and we are happy to help. I would like to invite everyone to either walk or run in our First Annual "Summer Stride" 5K and 10K fun run/walk on August 17th. We have organized and partnered with the Merrill Rotary Club to bring this first annual to the community. Proceeds of this run will go towards the Park Endowment Fund. We intend to make this an annual event and grow it into a regional attraction to draw overnight visitors from as far away as we can. As with anything these events are only a success if they are supported locally so please help us by either participating or promoting it for us!!! We also have our 31st Annual Colorama Bike Ride on September 28th at Kitchenette Park, as well as a heavy dose of getting ready for the Labor Day Parade that we are responsible for.

Smith Center: We are gearing up for a busy next few months at the Smith Center. Youth Hockey Association did not host their annual summer camp so we did not have to install ice this year. They were low on numbers and didn't want to risk the cost. We have Family Bargain Boutique on August 24th inside the Smith Center for the second year and we have high expectations for booth rentals this year. We are also getting ready for the 6th Annual Lincoln Lager Barleyfest (October 5th), Halloween Festivities, 5th Quarters, to name a few of our dry floor events before we eventually put the ice back in for the season.

Note: As usual, I would like to thank all of our wonderful employees and volunteers for making this summer a huge success. It takes cooperation from everyone to run the operation we do here in the summer time. Please thank our employees if you get a chance!

Respectfully Submitted,

A handwritten signature in black ink that reads "Dan Wendorf". The signature is written in a cursive, flowing style. There is a small mark below the "f" that looks like a stylized "D" or "W".

Dan Wendorf
Parks & Recreation Director
City of Merrill