

PARKS AND RECREATION COMMISSION

October 2, 2013

The Merrill Parks and Recreation Commission met on Wednesday, October 2, 2013 at 4:15 p.m. at the City Hall.

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

Members Excused Absent: Brian Artac

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: Dave Johnson and Candy Peterson and MP3

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

***Carried unanimously.

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

Novitch questioned the water bills. Wendorf stated they are for the last 3 months. Sturm questioned why Becher/Hoppe is not on the bills. Wendorf stated that the bill is inserted in the packet that was sent to all the commission members. Wendorf stated that the bill from Becher/Hoppe does not come out of the operating budget, Sturm said neither does the dog park fence but that was on bills. Caylor, Sturm and Harris requested that the bills be done in a different format, one that is easier to read. Smith will have Kathy Suebert show her how to do the bills like other departments. Willman questioned if the donation boxes for the dog fence are up yet. Wendorf stated that they are not because one of the boxes that were ordered have a defect and can not be locked. Sturm stated that before anymore engineering service bills can be charged to the Park and Rec. Department for giving estimates on projects it has to be okayed by the Merrill Park and Recreation Department. Requested to have this item on the November agenda.

***Carried unanimously.

The first item on the agenda was to review/approve 2014 Capital Projects and Equipment. Wendorf read over the items he wanted to have put on the Capital Projects. 1. Equipment: trade two existing front deck mower for one: requested amount: \$30,000 2. Smith Center HVAC continued update: \$34,250.00 3. Riverside Park, sandblast and repaint park shelter: \$10,000 and Stange Park, new metal roof over existing roof and repaint shelter: \$15,000 4. Stange Park: pool demolition (replace with Huffcutt pre-cast concrete restrooms): \$175,000 5. Normal Park: new restrooms (Huffcutt pre-cast restrooms): \$100,000 6. New pool: \$4,000,000. Wendorf stated the last two requests are heavily dependent on decisions made regarding the new pool.

***Motion by Harris, seconded by Schroeder, to approve 2014 capital projects and equipment.

***Carried unanimously.

The next item on the agenda was to review/approve 2014 budget. The only change is on page one of the budget, the wrong number is listed under pool, Wendorf will verify with Kathy Unertl on the correct number. Wendorf stated the budget will be the same as in 2013, no increase.

***Motion by Schroeder, seconded by Willman to accept the budget as printed and send it to Council.

***Carried unanimously.

The next item on the agenda was to discuss Normal Park Plan. Wendorf stated that he included in the packet a design on how Normal Park could look in the future. Wendorf stated that he is currently working with an organization that will donate a playground to the Normal Park Project. The Park and Recreation Commission would like this agenda item back on the agenda next month for more discussion.

The next item on the agenda was to discuss potential implementation of Normal Park Reservation Policy. Wendorf stated that because of all the people who would like to utilize the park it would be nice to be able to reserve the park so that you could make plans without having to worry that someone else will take the park before you get there because currently it is a first come first serve basis.

***Motion by Schroeder, seconded by Harris, to put Normal Park on the park reservation forms charging the same amount as we charge for Riverside, Ott's and Stange Park.

***Carried unanimously.

The next item on the agenda was a continued discussion on the new MARC parking area. Wendorf stated that he has not received any of the estimates back that he has requested for the parking lot from Street Department. As soon as the estimates are turned in he will bring to the next meeting. Harris commented about the new concession stand at the MARC. Harris wants to know why the power panel is on the outside of the building for people to get into. Harris stated that there is no lock on the power panel. Harris would like the issue to be addressed.

The next item on the agenda was monthly reports by Wendorf. Wendorf asked if anyone had any questions. Wendorf stated all is going good.

***Motion by Schroeder, seconded by Willman to approve the monthly report.

***Carried Unanimously

The next regular meeting is scheduled for November 6, 2013 at 4:15 p.m.

No public comment.

Dan Novitch read the following: The Committee may convene in closed session pursuant to Wis. State Statues Sec. 19.85(1)(e) for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to consider Hockey Contract terms.

Roll Call:

Dan Novitch: yes

Mike Willman: yes

Melissa Schroeder: yes

Dorwin Harris: yes
Ralph Sturm: no
Anne Caylor: no

***Motion by Caylor, seconded by Schroeder, to adjourn at 6:30 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary