



**MERRILL  
WISCONSIN**  
*City Of Parks*

# CITY OF MERRILL

## Parks & Recreation Dept. - Smith Center

1100 Marc Dr. • Merrill, Wisconsin • 54452  
Rec. Dept. Telephone (715) 536-7313 • Smith Center Telephone (715) 536-6187  
Fax (715) 539-2790

### JANUARY MEETING NOTICE

The Merrill Parks and Recreation Commission will have a meeting on **Wednesday, January 14, 2015, at 4:15 p.m.**, at the Merrill City Hall.

Voting members of Commission: Dave Sukow, Ralph Sturm, Brian Artac, Melissa Schroeder, Michael Willman, Dorwin Harris and Kevin Cohrs.

The following items will be included on the agenda:

1. Approve minutes from previous meetings.
2. Approve claims.
3. Public Comment
4. Request permission to dispose of City Property
  - Old back up Zamboni
  - 1992 Chevy S10 Pick-up
  - 2006 Curtis Snow Plow
5. Continued discussion and update on Aquatic Center Design process.
6. Request from Merrill Baseball Association to discuss Lions Park improvement project.
7. Monthly reports.
8. Set date for next meeting.
9. Public comment
10. Adjournment

Submitted by

*Mike Willman*  
dms

Mike Willman, Chairperson  
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.

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## PARKS AND RECREATION COMMISSION

December 17, 2014

The Merrill Parks and Recreation Commission met on Wednesday, December 17, 2014 at 4:15 p.m. at the City Hall.

Members Present: Mike Willman, Ralph Sturm, Dorwin Harris, Melissa Schroeder, Dave Sukow and Brian Artac.

Members Excused Absent: Kevin Cohrs

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: Dean Mueller from Water Technology, Inc., Dave Johnson, Gene Bebel, Jay Cordova, Bruce Lee, John Lee, Dewy Pfister, Daniel Ayala from Water Technology, Inc., Tonia Speener from Clark Dietz

\*\*\*Motion by Sukow, seconded by Schroeder to approve the minutes from the November 12, 2014 meeting.

Sturm questioned Wendorf on the questions he asked last month and stated he still has not received an answer back on why Becher Hoppe is being paid so much and what the payment was for. Sturm also requested information that he asked Wendorf to get from FEMA. Sukow questioned Wendorf if he ever obtained the information from FEMA. Wendorf stated that he has not but tried contacting them twice by emails and phone calls. Wendorf stated he never received a reply back from either. Sturm asked why we are paying Becher Hoppe for false information.

\*\*\*Carried unanimously.

\*\*\*Motion by Sukow, seconded by Schroeder, to approve the claims.

Harris questioned the bills from Merrill Youth Hockey for beer. Wendorf explained that it was for Barleyfest and Merrill Youth Hockey has to purchase all the beer and they are reimbursed. Harris questioned how Barleyfest made money and Wendorf explained through ticket sales. Smith stated that she accidentally entered the Northwoods bill twice and it will remove one.

\*\*\*Carried Unanimously.

Public Comment: None

The next item on the agenda was the discussion and recommendation from design team for Aquatic Center design. Wendorf stated that himself, Dave Johnson, Dorwin Harris, Kevin Cohrs, Mark Zulligar and Dave Sukow have been working with Water Technology Inc. on a design for the pool. Wendorf stated that they have the pool design completed and are working on the final designs for the building. Dean from Water Technology Inc. went through the design of the pool and answered any questions from the commission. Wendorf stated the team met on 3 occasions for 2 hours each time to finalize the design. The team feels very good about what the design has to offer to everyone.

\*\*\*Motion from Schroeder, seconded by Sukow to approve the pool site plan with more input on bath house and chemical house.

**\*\*\*Carried Unanimously.**

The next item on the agenda was the discussion and recommendation to designate River Bend Trail as a Linear Park. Wendorf stated that the intent for the River Bend Trail has been to turn it into a Linear Park. City officials have been working with the River Bend Trail committee on the design of trail and the Park and Recreation Department has also been helping with tree planting and clean up of the trail. Bebel stated that they have a lot of volunteers but sometimes because of safety reasons they have to utilize the Park and Recreation employees because of more experience with equipment. Sturm asked about lighting the trail. Bebel stated that they would in the future put lighting on the trail. Sturm questioned who was paying the Park and Recreation employees for working on the River Bend Trail. Dave Johnson stated that they are receiving payments from the River Bend Trail through the Cell tower which will cover all the maintenance cost for the trail. Sukow questioned if the Park and Recreation Department is going to have to hire more employees to keep up with all the work that will have to be done in all the parks. Wendorf stated they will not have to hire a full time employee. Harris voiced his concern over this creating budget drains on the department.

**\*\*\*Motion by Schroeder, seconded by Artac to make a recommendation to make the River Bend Trail a Linear Park and send motion to City Council for approval.**

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

The next item on the agenda was monthly reports. Wendorf asked if there were any questions on his board report. Sukow questioned when they would start flooding rinks. Wendorf stated that as soon as the weather cooperates.

**\*\*\*Motion by Sturm, seconded by Sukow to approve monthly reports.**

The next regular meeting is scheduled for January 14, 2015 at 4:15 p.m.

No public comment.

**\*\*\*Motion by Sukow, seconded by Sturm, to adjourn at 5:45 p.m.**

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

Dawn Smith  
Recording Secretary

		DECEMBER			
ACE HARDWARE	ITEMS FOR SHOP	11/25/2014		\$50.94	55200-03-40000
ACE HARDWARE	SNOW SHOVELS	12/3/2014		\$56.96	55200-03-40000
ACE HARDWARE	FASTENERS	12/3/2014		\$3.00	55200-03-40000
ACE HARDWARE	BULBS	12/12/2014		\$12.99	55200-03-40000
ACE HARDWARE	WIRE ROPES	12/10/2014		\$30.51	55200-03-40000
AMERICAN WELDING	CYLINDER RENTAL	11/30/2014	646	\$28.20	55200-02-15000
AMERICAN WELDING	CYLINDER RENTAL	11/30/2014	929	\$38.70	55200-02-15000
ARBOR DAY FOUNDATION	MEMBERSHIP	12/10/2014		\$15.00	55200-08-92000
ATCO INTERNATIONAL	CENTURION	11/11/2014	132383	\$133.00	55200-03-40000
BAUMGART WASTE REMOVAL	WASTE HAULING	12/1/2014		\$83.00	55400-02-23600
BAUMGART WASTE REMOVAL	WASTE HAULING PARKS	11/1/2014	245873	\$4,344.00	55200-02-15000
BAUMGART WASTE REMOVAL	WASTE REMOVAL	12/1/2014		\$166.00	55400-02-23600
BAUMGART WASTE REMOVAL	WASTE HAULING	1/1/2015		\$83.00	55400-02-23600
COURIER/FOTO NEWS	ADVERTISING	12/1/2014		\$340.00	55400-03-41000
DAVES COUNTY MARKET	ICE FOR BARLEYFEST	11/1/2014		\$226.86	BARELEYFEST
DAVES COUNTY MARKET	BAND AIDS	11/26/2014		\$4.38	55300-03-41500
ELIZABETH SMITH	MILEAGE	12/10/2014	VOUCHER	\$27.33	55300-03-30000
ESPN SPORTS FAN	HOLIDAY CONCERT	12/21/2014	5522-1	\$149.00	55400-03-41000
FASTENAL	PARTS FOR SHOP	11/13/2014	78206	\$13.58	55200-03-40000
FASTENAL	CABLE TIE	12/12/2014	8617	\$32.98	55200-03-40000
FINNEGAN CONSTRUCTION	STANGE PARK ROOF REPLACEMENT	12/21/2014	1043	\$4,865.00	CAP. IMPROVE
FLEET FARM	SNOW PUSHER	10/31/2014		\$136.62	55400-03-40000
G & K SERVICES	UNIFORMS JIM/JOE	11/6/2014	1016171103	\$63.27	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	11/13/2014	1016174034	\$63.27	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	11/27/2014	1016179968	\$63.27	55200-03-460000
G & K SERVICES	UNIFORMS JIM/JOE	11/20/2014	1016177001	\$63.27	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	12/11/2014	1016185931	\$63.27	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	12/4/2014	1016182896	\$63.27	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	12/25/2014	1016191887	\$63.27	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	12/25/2014	1016191880	\$237.67	55400-02-23250
G & K SERVICES	UNIFORMS JIM/JOE	12/18/2014	1016188914	\$63.27	55200-03-46000
GREEN LAWN UNDERGROUND SPRINKLERS	WINTERIZATION	12/11/2014	14-14064	\$125.00	55200-02-15000
HEARTLAND COOPERATIVE	ICE AWAY ROCK SALT	11/12/2014	75246000	\$294.00	55200-03-40000
KATY WECKWERTH	REFUND ON PROGRAM	12/18/2014	VOUCHER	\$10.00	
LINCOLN COUNTY LANDFILL	SHINGLES DUMPED AT CITY FOREST	11/30/2014	9574	\$10.00	55200-03-43000
MECHANICAL	EQUIPMENT REPLACEMENT	11/12/2014	46764	\$37,800.00	CAP. IMPROVE
MECHANICAL	ZAMBONI HEATER	12/11/2014	46843	\$1,250.61	55400-08-82000
MECHANICAL	START UP CHILLER	12/22/2014	46953	\$2,607.83	55400-08-82000
MERRILL WATER UTILITY	PARK DEPT	12/10/2014	338-00820-01	\$628.51	55200-02-21000
MERRILL ACE HARDWARE	GLOVES	11/12/2014		\$11.99	55200-03-40000
MERRILL DISTRIBUTING	CAN LINERS	12/17/2014	1268972	\$47.95	55400-03-40000
MERRILL DISTRIBUTING	URINAL BLOCKS	12/10/2014	1268210	\$144.85	55400-03-40000

MERRILL DISTRIBUTING	CAN LINERS	1/2/2015	974956	\$192.80	55400-03-40000
MERRILL STREET DEPARTMENT	P-19	12/10/2014	6386	\$51.70	55200-03-50000
MERRILL STREET DEPARTMENT	P-0	12/10/2014	6376	\$51.99	55200-03-50000
MERRILL STREET DEPARTMENT	P-21	12/10/2014	6377	\$112.28	55200-03-50000
MERRILL STREET DEPARTMENT	P-21	12/10/2014	6371	\$135.67	55200-03-50000
MERRILL STREET DEPARTMENT	P-13	12/10/2014	6372	\$50.89	55200-03-50000
MERRILL STREET DEPARTMENT	P-1	12/10/2014	6369	\$121.90	55200-03-50000
MERRILL STREET DEPARTMENT	69	12/10/2014	6384	\$177.88	55200-03-50000
MERRILL WATER UTILITY	ATHLETIC PARK	12/10/2014	222-26940-13	\$1,097.43	55200-02-21000
MERRILL WATER UTILITY	ATHLETIC PARK CONCESS.	12/10/2014	222-27040-00	\$53.16	55200-02-21000
MERRILL WATER UTILITY	MARC	12/1/2014	106-00940-00	\$714.18	55400-02-21000
MERRILL WATER UTILITY	SOCCER BUILDING	12/10/2014	106-00943-00	\$78.61	55200-02-21000
MERRILL WATER UTILITY	LIONS PARK	12/1/2014	116-02440-00	\$373.60	55200-02-21000
NAPA AUTO PARTS	BATTERY	12/5/2014	51003	\$91.34	55400-03-50000
NORTHWOODS SUPERIOR CORP.	DISINFECT SPRAY	12/4/2014	78212	\$119.76	55400-03-40000
PETERSON BROTHERS SAND & GRAVEL	WDNR STEWARDSHIP GRANT/TRAIL	12/1/2014	8018	\$1,125.00	TIMBER SALVAGE
R & R SPECIALITIES OF WISCONSIN	SHARPEN BLADES	12/17/2014	56276	\$265.03	55400-03-50000
R.T.L. ELECTRIC	HANDICAP DOOR SMITH CENTER	12/8/2014	6122	\$169.22	55200-02-15000
R.T.L. ELECTRIC	SCOREBOARD SMITH CENTER	12/8/2014	60527	\$76.28	55200-02-15000
RADIO ONE	ADVERTISING	12/1/2014	242	\$246.00	55400-03-41000
REINDL PRINTING	RESERVATION FORMS	12/30/2014	132687	\$221.50	55300-03-10000
RIESTERER & SCHNELL	PARTS	12/1/2014	102482	\$120.84	55200-03-50000
RIESTERER & SCHNELL	MOWER BLADE	12/3/2014	756769	\$38.94	55200-08-90500
RIESTERER & SCHNELL	MOWER BLADE	12/3/2014	756771	\$38.94	55200-08-90500
RIESTERER & SCHNELL	PARTS FOR MOWERS	11/26/2014	754481	\$120.81	55200-08-90500
RIESTERER & SCHNELL	PARTS FOR EQUIPMENT	12/2/2014	7556017	\$112.49	55200-08-90500
STATE OF WISCONSIN DEPART. OF NAT. RES.	EQUIPMENT RENTAL	12/13/2014	326433	\$327.62	55200-02-15000
STEVE RESNICK MOBILE DJ	DISCO DEER SKATE	11/21/2014		\$185.00	55300-03-41500
T & P SALES	LP FOR FORKLIFT	11/25/2014	3142	\$98.00	55400-03-51500
T & P SALES	LP FOR FORKLIFT	12/2/2014	3148	\$74.00	55400-03-51500
T & P SALES	LP FOR ZAMBONI	12/30/2014	3114	\$24.00	55400-03-51500
T & P SALES	LP FOR ZAMBONI	12/23/2014	3106	\$148.00	55400-03-51500
T & P SALES	LP FOR ZAMBONI	12/9/2014	3086	\$98.00	55400-03-51500
U.S. CHEMICAL PROCUREMENT	ARENA FLOOR CLEANER	11/13/2014	U934-37	\$479.70	55200-03-40000
U.S. CHEMICAL PROCUREMENT	SUPER SOLVE11	11/17/2014	934-38	\$459.73	55200-03-40000
WALMART	DONATION BASKET	12/2/2014		\$53.08	55300-03-41500
WALMART	SUPPLIES FOR OFFICE	12/10/2014		\$18.71	55300-03-41500
WEINBRENNER SHOE OUTLET	SKATE INSOLES	11/26/2014		\$11.00	55300-03-41500
WIAMA	ARENA MEMBERSHIP	11/30/2014		\$100.00	55400-03-32000
WISCONSIN ARBORIST ASSOCIATION	MEMBERSHIP	12/1/2014		\$45.00	55200-03-32000
WPPA	MEMBERSHIP	12/10/2014		\$125.00	55200-03-32000
WPRA	MEMBERSHIP	12/10/2014		\$125.00	55200-03-32000
WPRA	MEMBERSHIP	12/10/2014		\$125.00	55200-03-32000

WPRA	MEMBERSHIP	12/10/2014		\$125.00	55200-03-32000
WPS	MARC SIGN	12/2/2014	405061701-00002	\$22.33	55200-02-22000
WPS	MARC	12/2/2014	405061701-00003	\$4,889.43	55400-02-22000
WPS	MARC CONCESSION STAND	12/1/2014	405061701-00018	\$26.48	55200-02-22000
WPS	MARC CONCESSION STAND	12/11/2014	0405061701-00018	\$22.20	55200-02-22000
WPS	MARC SIGN	12/11/2014	0405061701-00002	\$21.36	55200-02-22000
WPS	MARC	12/11/2014	0405061701-00003	\$5,202.99	55400-02-22000

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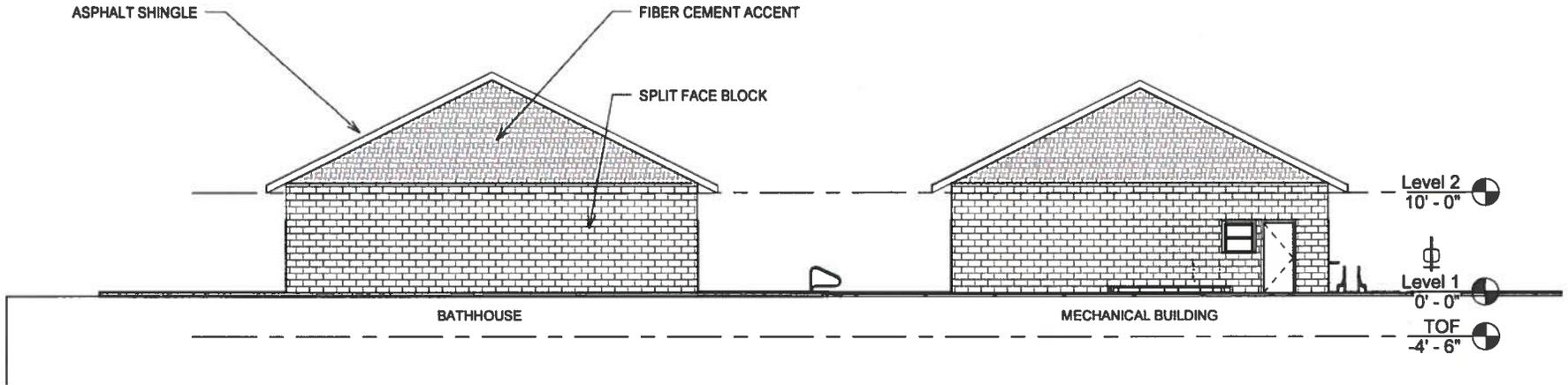
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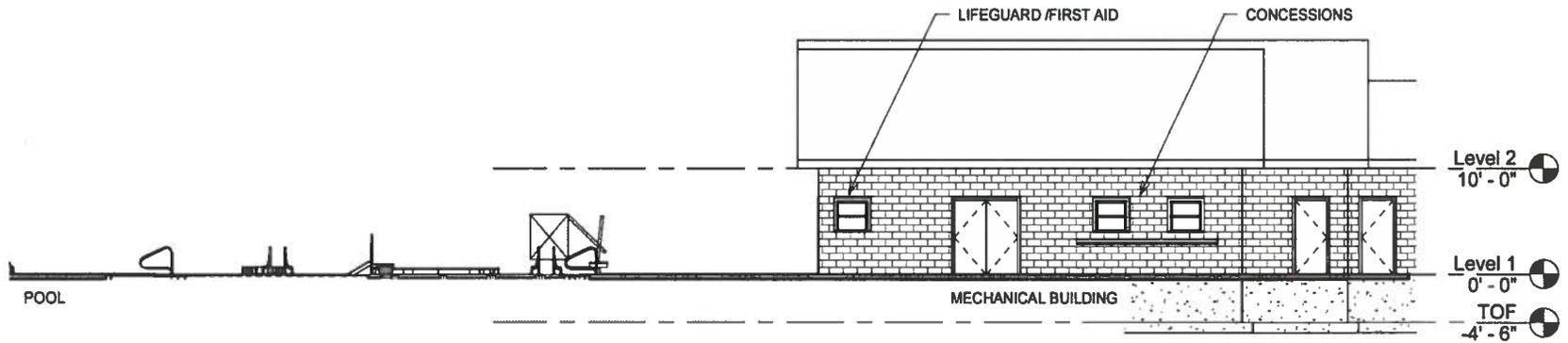
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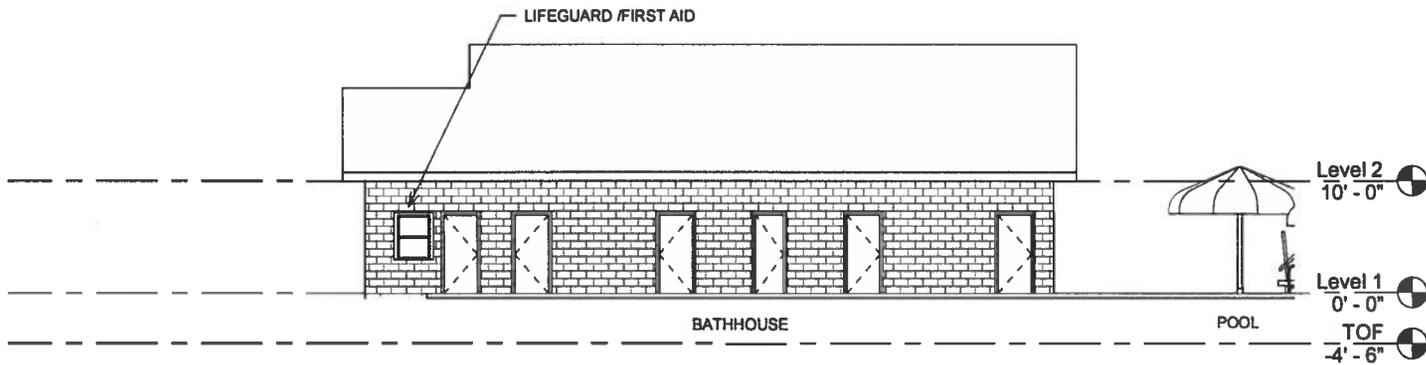
① East  
3/32" = 1'-0"



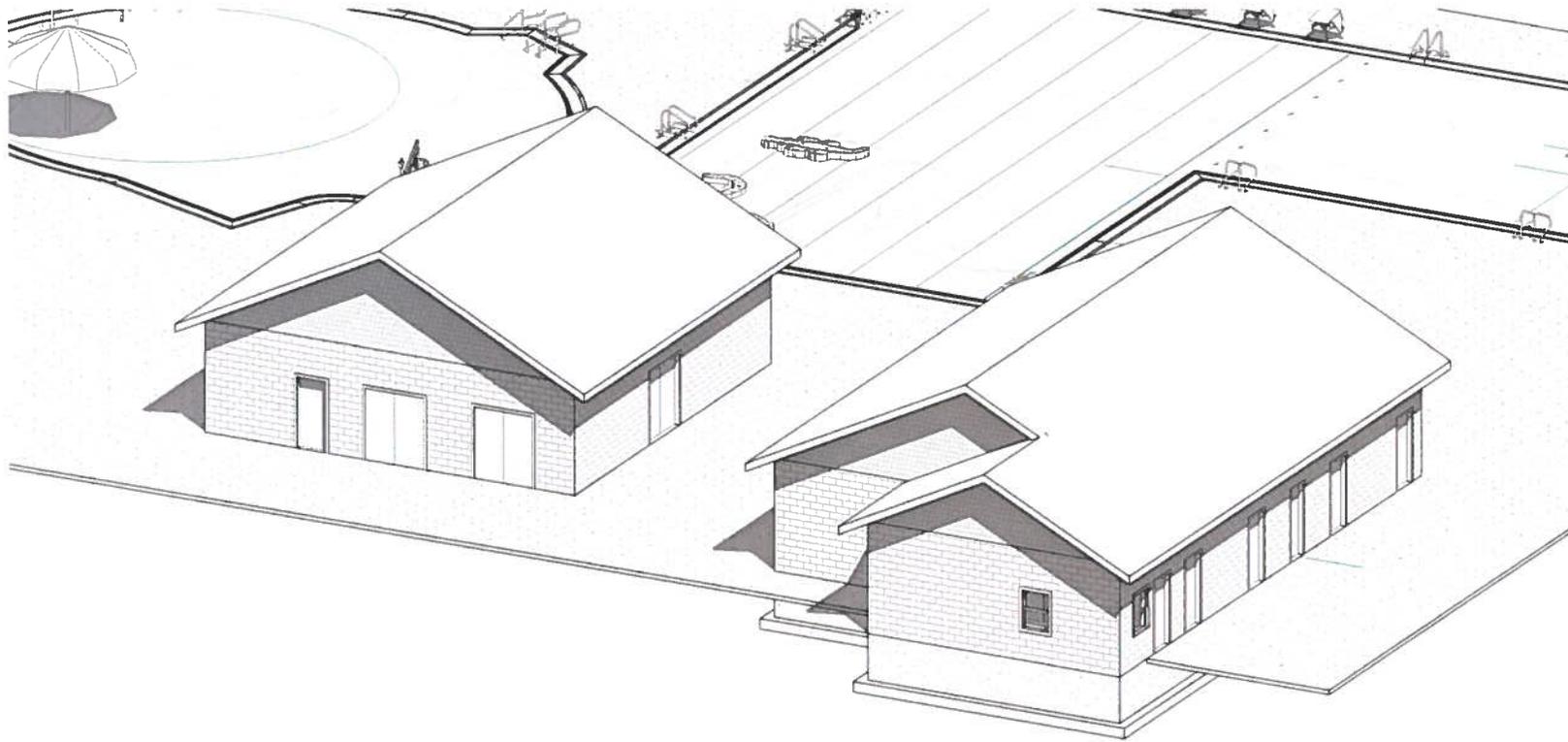
② West  
3/32" = 1'-0"



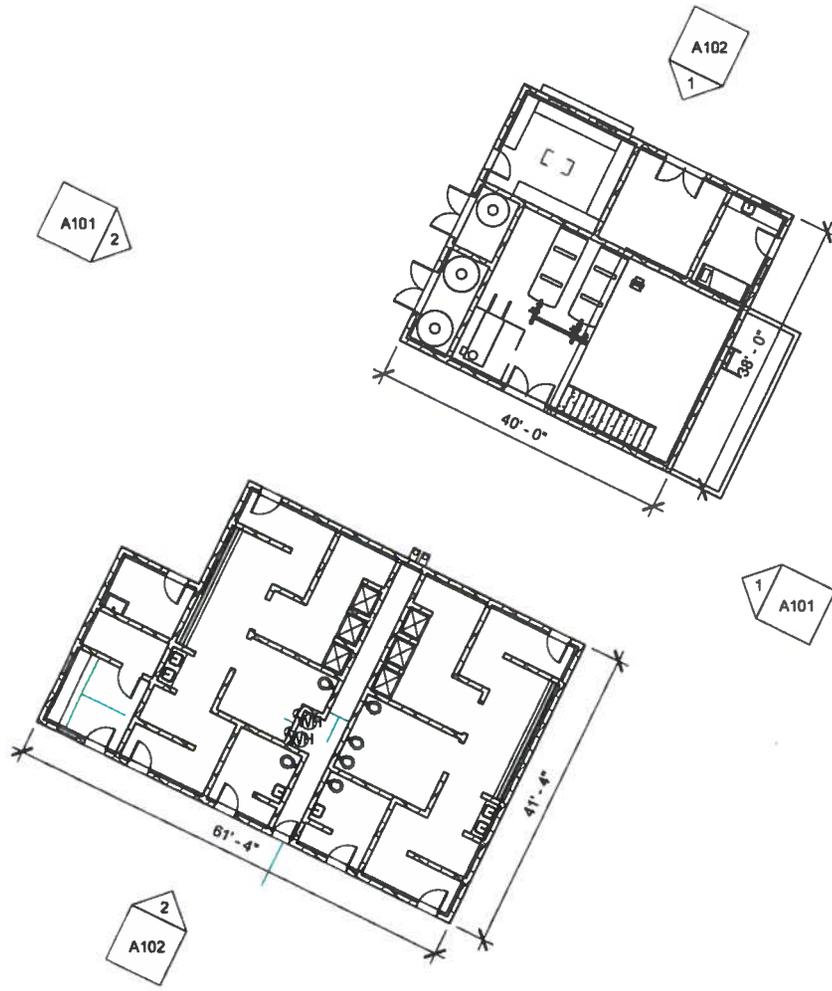
① North  
3/32" = 1'-0"



② South  
3/32" = 1'-0"



1 AXON



① Level 1 - Working  
 1/16" = 1'-0"



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### January 2015 Parks & Recreation Directors Report

**Parks:** With colder winter temperatures upon us we were able to get our rinks set up and usable shortly after Christmas. As I mentioned before we moved the rink at Lions Park and I have not heard any negative impacts with that thus far. The other rinks are in great shape and we are just waiting for the weather to warm a little bit so everyone can enjoy them. The crew has been continuing to work on maintenance items this winter in the shop so things are ready to go when spring decides to arrive. This typically includes equipment maintenance, picnic table repair, and other recreational equipment repair and maintenance. We also have had a number of snow removals over the holidays that we had to plow, shovel, and broom for. I met with our local representative from Wick Builders to begin discussing a pre-engineered building for potentially constructing a park maintenance shop at the MARC (which is on the master plan). With the recent sale of the old fire station to the Housing Authority the City Council agreed to allot \$150,000 to our department for a maintenance shop. This will allow the Street Department to take their space back that we have occupied over the years on First Street on the far east end of their building. We do not have any additional funding to work with so we have to make this work. This would also be something that needs Parks & Recreation Commission input and approval and I will keep you in the loop as we go along. The shelter roof was finished on the Stange Park Shelter before the holidays and we will wait to repaint the other portions to match when the weather will allow. We are going to paint it to match the roof as that shelter was a reddish color unlike our other facilities. It is easier for us to go with more of a uniform look so we can universally maintain our facilities. I attended Softball Association and Baseball Association evening meetings last week to discuss upcoming seasons and projects with the respective organizations. The Lions Park ball field improvements will be moving forward and will be finished and the Baseball Association is planning on taking an active role in helping move this along. There was never a timeline placed on the projects and I want to see these great improvements finished as soon as possible.

**Forestry:** I am pleased to announce that we received a \$3,000 tree planting grant from American Transmission Company for the 2015 season. The nice part about this grant is that it is a non-matching grant with no strings attached. This will help us tremendously with the amount of trees we will be able to plant this year. I have remained in contact with the WDNR and will remain in contact now that EAB was discovered in the Rhinelander area. We are fortunate that we performed our EAB Readiness Plan a number of years ago, so it is just a matter of making sure that we maintain good lines of open communications between departments and execute the plan if/when it arrives.

**Smith Center:** Ice season is entering the second half of the season and we are still going very strong with ice time, games, and public skates. Our numbers have been good thus far and it will only get stronger as the winter gets longer. It is always a great place to come out and recreate and be active

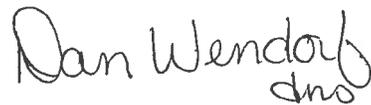
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when the weather outside is not so pleasant. We did have some issues with our chiller pumps outside and were able to identify the problem before it became more serious. We were able to remove the pumps one-by-one and have the engines rebuilt before they went. This was an unexpected expense that we are going to have to absorb but we will make sure that we make that happen as this is an integral part of our ice process. I will be bidding for the new Ice Resurfacer in hopes to have bids ready to be approved as soon as possible. I have heard that it occasionally takes upwards of 300 days to take delivery of a new one, as they are very specialized pieces of equipment and I would like to have it with plenty of time to train on it before we put ice in this fall.

**Recreation:** Our Winter Recreation Programs are beginning this month and it will be a very busy month. We have such programs as Little Dribblers, Special Needs Athletic Playtime, No School Fun Day, and Winterfest to name a few. We are excited about Winterfest this year with more events and more organizations jumping on board to offer a better line up to the community. Winterfest is going to be held on the weekend of January 23-25<sup>th</sup> this year and will feature such activities as: Candlelight hike-snow shoe-ski around Council Grounds, cardboard sled races at Lions Park, co-ed volleyball tourney at Kate Goodrich, open skate, cook book exchange at the Library, snow bowling at Lincoln Lanes, and Ice Drags at Council Grounds. This is a great weekend to get out and enjoy the many activities we have planned and a great way to get out and get active in the winter. We are also beginning to plan for the summer recreation season already. There is a lot of work that goes into the details for this and we like to be ready to distribute and promote our programs as soon as we can in the spring. This summer we are going to have to make a few adjustments with our locations for Summer Playground as we no longer have the Ranger Station to run one of the age groups out of. We are fortunate to have an abundance of beautiful parks to choose from as well as the wonderful MARC to utilize as well, so this transition will be seamless. Before we had the Ranger Station we were very successful with the program simply utilizing the parks so I have no worries. We are also continuously planning our large annual events, as promotion of these needs to be year round. These include: Barleyfest, Wedding Expo, Ladies Lifestyle Expo, Summer Stride, Colorama Bike Ride, and Children's Festival to name a few.

Respectfully Submitted,

A handwritten signature in black ink that reads "Dan Wendorf" with a stylized "dno" written below the name.

Dan Wendorf  
Parks & Recreation Director  
City of Merrill