

- 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

