



**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

NOVEMBER MEETING NOTICE

The Merrill Parks and Recreation Commission will have a meeting on **Wednesday, November 12, 2014, 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, October 1, 2014 and October 8, 2014, from previous meetings.
2. Approve claims.
3. Public Comment
4. Election of Chairperson.
5. Discussion and update on Aquatic Center progress.
6. Update on Lions Park grant projects.
7. Monthly reports.
8. Set date for next meeting.
9. Public comment
10. Adjournment

Submitted by

Dorwin Harris
dms

Dorwin Harris, Vice- 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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An equal opportunity/affirmative action employer.

		OCTOBER			
TANNER DEPIES	FLAG FOOTBALL REF	10/13/2014	VOUCHER	\$105.00	55300-03-41000
AC & SONS PARTY TENT RENTALS	POLE AND DRAPE	10/1/2014	3336	\$1,800.00	BARLEYFEST
ACE HARDWARE	RAGS FOR BARLEYFEST	10/3/2014		\$21.98	BARLEYFEST
ACE HARDWARE	WEBER GRILL	9/23/2014		\$138.96	55400-03-41500
ACE HARDWARE	KEY CUT	9/23/2014		\$8.95	55200-03-40000
ACE HARDWARE	SUPPLIES FOR SHOP	10/2/2014		\$41.98	55200-03-43000
AMERICAN WELDING	CYLINDER RENTAL	9/30/2014	646	\$28.20	55200-02-15000
AMERICAN WELDING	CYLINDER RENTAL	9/30/2014	929	\$38.70	55200-02-15000
ATCO INTERNATIONAL	ICE GO PELLETS	10/6/2014	132383	\$354.00	55400-03-50000
BAJA'S	SHIRTS	10/2/2014	16440	\$385.00	BARLEYFEST
BAJA'S	COLORAMA SHIRTS	9/25/2014	16430	\$1,062.50	55300-03-41500
BAUERNFEIND	COPY MACHINE	9/17/2014	68908	\$618.00	55300-03-41500
BAUMGART WASTE REMOVAL	WASTE HAULING	10/1/2014		\$83.00	55400-02-23600
BAUMGART WASTE REMOVAL	WASTE HAULING	10/1/2014		\$83.00	55400-02-23600
BOB'S WEST 64	INVOICE	9/30/2014		\$28.81	55200-03-50000
BRANDT EXTINGUISHERS	YEARLY INSPECTION	10/6/2014	8229	\$94.00	55200-02-15000
CALEB TIMM	FLAG FOOTBALL REF	10/13/2014	VOUCHER	\$75.00	55300-03-41000
CITY PAGES, INC	ADVERTISING	9/22/2014	19275	\$376.30	BARLEYFEST
CLINT GOLISCH	FLAG FOOTBALL REF	10/13/2014	VOUCHER	\$135.00	55300-03-41000
CODY AND SHANNON WEBER	FLAG FOOTBALL REFUND	10/13/2014	VOUCHER	\$20.00	
CODY DEPIES	FLAG FOOTBALL REF	10/13/2014	VOUCHER	\$75.00	55300-03-41000
COLDWELL BANKER ACTION REALTY	REFUND B & T SHOW	10/13/2014	VOUCHER	\$105.00	45400-46735
COURIER/FOTO NEWS	ADVERTISING	10/13/2014		\$1,137.00	BARLEYFEST
COURIER/FOTO NEWS	ADVERTISING	10/13/2014		\$460.00	55400-03-41000
COURIER/FOTO NEWS	LABOR DAY RESULTS	10/13/2014		\$180.00	LABOR DAY
CUSTOM DESIGN HEATING & COOLING	REFUND B & T SHOW	10/13/2014	VOUCHER	\$190.00	45400-46735
DAVE'S COUNTY MARKET	COLORAMA	9/26/2014		\$109.22	55300-03-41500
DAVE'S COUNTY MARKET	DONUT HOLES COLORAMA	9/27/2014		\$19.90	55300-03-41500
DOLLAR TREE STORES, INC	TABLECOVERS	9/29/2014		\$69.63	BARLEYFEST
ESPN	ADVERTISING	10/1/2014	1607	\$297.00	BARLEYFEST
G & K SERVICES	MAT/MOPS	10/2/2014	1016156325	\$237.67	55400-02-23250
G & K SERVICES	UNIFORMS JIM/JOE	10/2/2014	1016156332	\$60.07	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	9/25/2014	101615337	\$60.07	55200-03-46000
HORST DEISTRIBUTING	SEAL KIT	9/26/2014	42721-000	\$132.63	55200-03-50000
HORST DISTRIBUTING	INVOICE	10/1/2014	6001575	\$1,332.63	55200-03-50000
HYDRO-SIR TECHNOLOGIES	REFUND B & T SHOW	10/13/2014	VOUCHER	\$105.00	45400-46735
KEVIN GOLISCH	FLAG FOOTBALL REF	10/13/2014	VOUCHER	\$15.00	55300-03-41000
LINCOLN COUNTY CLERKS OFFICE	WATER/ELECTRIC FAIR GROUNDS	10/9/2014		\$160.20	LABOR DAY
LOGAN MOSHER	FLAG FOOTBALL REF	10/13/2014	VOUCHER	\$135.00	55300-03-41000
MAHER WATER CORP.	REFUND B & T SHOW	10/13/2014	VOUCHER	\$105.00	45400-46735
MENARDS	ANTIFREEZE	10/1/2014	145256	\$48.06	55200-03-40000
MENARDS	SUPPLIES FOR ICE	10/9/2014	30160496	\$153.37	55400-03-50000
MERRILL DISTRIBUTING	FOOD FOR COLORAMA	9/26/2014	125*0171	\$123.45	55300-03-41500
NATURE'S HEAT SOURCE	REFUND B & T SHOW	10/13/2014	VOUCHER	\$105.00	45400-46735
NICK BOWE	FLAG FOOTBALL REF	10/13/2014	VOUCHER	\$165.00	55300-03-41000
PARK CITY CREDIT UNION	REFUND B & T SHOW	10/13/2014	VOUCHER	\$105.00	45400-46735
PIERSON TROY PYAN	FLAG FOOTBALL REF	10/13/2014	VOUCHER	\$135.00	55300-03-41000
PREMIER MANUFACTURING	PLAQUES/PRIZES	10/9/2014	2909	\$610.55	BARLEYFEST
R & R SPECIALITIES OF WISCONSIN	SUPPLIES FOR ICE	10/7/2014	162466	\$2,421.10	55400-03-50000
RADIO ONE COMMUNICATIONS	ADVERTISING	10/1/2014	242	\$246.00	55400-03-41000
RTL ELECTRIC	SMITH MULTIPURPOSE BUILDING	10/6/2014		\$37.29	55200-02-15000
SAM'S CLUB	TABLES	10/2/2014		\$958.56	55400-08-82000

SARINA SCHLIEVE	SECURITY DEPOSIT	10/13/2014	VOUCHER	\$50.00	10-21-7200
SHARE CORP	T-BOWL	9/23/2014	1753203	\$413.80	55200-03-40000
SUNRISE BROADCASTING	ADVERTISING	10/1/2014		\$379.00	BARLEYFEST
SUNRISE BROADCASTING	ADVERTISING	10/1/2014		\$419.00	LABOR DAY
THE WELLNESS CENTER	REFUND B & T SHOW	10/13/2014	VOUCHER	\$100.00	45400-46735
TLC TRAVEL	REFUND B & T SHOW	10/13/2014	VOUCHER	\$100.00	45400-46735
TOMAHAWK PELLET STOVE	REFUND B & T SHOW	10/13/2014	VOUCHER	\$105.00	45400-46735
TOMAJCIK CUSTOM WOODWORKING, LLC	TABLE FOR BARLEYFEST	10/13/2014		\$150.00	BARLEYFEST
TORTOSIE AND HARE	SUMMER STRIDE	8-16.14		\$1,063.00	SUMMER STRIDE
TREVOR ASMUNDSEN	FLAG FOOTBALL REF	10/13/2014	VOUCHER	\$165.00	55300-03-41000
VIP OFFICE SUPPLIES	STAPLER	9/25/2014	91223	\$90.95	55400-03-10000
VIP OFFICE SUPPLIES	OFFICE SUPPLIES	9/26/2014	91228	\$152.96	55400-03-10000
VIP OFFICE SUPPLIES	RED TICKETS	10/3/2014	91334	\$10.99	55200-03-10000
WAID FUNERAL HOME	REFUND B & T SHOW	10/13/2014	VOUCHER	\$100.00	45400-46735
WALMART	COLORAMA	9/26/2014		\$217.41	55300-03-41500
WISCO SECURITY	UNIFORMED SECURITY GUARDS	10/8/2014	141003	\$293.25	BARLEYFEST
WJJQ	ADVERTISING	9/30/2014		\$250.00	BARLEYFEST
WKEB/WIGM	ADVERTISING	9/30/2014	14090809	\$297.00	BARLEYFEST
ZIEBELL DOOR COMPANY	REFUND B & T SHOW	10/13/2014	VOUCHER	\$100.00	45400-46735

PARKS AND RECREATION COMMISSION

October 1, 2014

The Merrill Parks and Recreation Commission met on Wednesday, October 1, 2014 at 4:15 p.m. at the City Hall.

Members Present: Mike Willman, Ralph Sturm, Dorwin Harris, Melissa Schroeder

Members Excused Absent: Brian Artac

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: Dave Johnson, Candy Peterson, Jeremy Ratliff from Merrill Courier, Mayor Bill Bialecki, Ryan Schwartzman, Gene Bebel, Phil Valitchka, Kortney Pike

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

***Carried unanimously.

***Motion by Sukow, seconded by Willman, to approve the claims.

***Carried Unanimously.

No Public Comment

The first item on the agenda was a presentation by Aquatic Design Consultants and selection of firm for new water park construction. Burbach Aquatics, Inc, Stantec and Water Technology, Inc presented the Park and Recreation Commission with a twenty minute summary, proposals and what they could offer to the Merrill Community. After hearing from all three companies Harris stated that it would be hard to make a decision based on all the information that was given to the commission members. City Administrator Dave Johnson stated that it would be easier to look at all the information if it was put on a spread sheet summarizing all the information given to the Park and Recreation Department. Harris made a recommendation to meet next week to make a decision on one company.

***Meeting on Wednesday, October 8, 2014 at 4:15. Information will be sent to all Park and Recreation Commission members.

The next item on the agenda was to review/approve trail signs for River Bend Trail. Phil Valitchka presented the information regarding the signage for the River Bend Trail. Valitchka stated that the signs will be brown in color and will also display the Merrill Park and Recreation logo on each sign. Valitchka stated that with the help of the Park and Recreation Department in placing the signs it will work out very good. All signage will follow code on where the signs are placed. Gene Bebel stated that they are running into some hang-ups due to the wet conditions. Bebel also stated that they are working with the railroad with the trail behind the Cosmo theater due to how close the trail will be with the railroad.

***Motion by Schroeder, seconded by Willman to approve trail signs for the River Bend Trail.

***Carried Unanimously.

The next item on the agenda was monthly reports. Wendorf asked if there was any questions on his board report. Wendorf stated that this weekend was the 7th Annual Lincoln Lager Barleyfest and invited everyone to come and enjoy the event.

The next regular meeting is scheduled for November 12, 2014 at 4:15 p.m.

No public comment.

***Motion by Schroeder, seconded by Artac, to adjourn at 6:10 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary

Parks & Recreation Commission Minutes

October 8th, 2014

The Merrill Parks and Recreation Commission held a special meeting on Wednesday, October 8th, 2014 at 4:15 p.m. in the Basement Conference Room at the Merrill City Hall.

Members Present: Dave Sukow, Ralph Sturm, Dorwin Harris, Brian Artac, Melissa Schroeder, Ralph Sturm

Department Staff Present: Dan Wendorf

Visitors: Dave Johnson, Ryan Schwartzman, Candy Peterson, Mayor Bialecki, Dean Mueller (Water Technology Inc), Melody Hamlin (Becher Hoppe), Jeremy Ratliff, Kortney Pike, Rick Schroeder (Becher Hoppe)

Chairperson Harris called the meeting to order at 4:15 p.m.

The meeting began with public comment period. No public comment was received.

The next item on the agenda was to review the summary from Aquatic Design Firms that presented at the regularly scheduled meeting on October 1st. A spreadsheet was provided before the meeting, along with a narrative to easily explain (and compare) the proposals from each firm. Administrator Johnson summarized the major differences between the three and pointed out Burbach Aquatics three (3) phase approach. The RFP called for a two phase approach.

Harris informed the Commission (and handed out materials) that he had been talking with Burbach Aquatics to get better information. After Harris handed out the materials he gathered from Burbach Aquatics, Wendorf stated that we should use the information that was included in everyone's initial proposals, Johnson concurred. Wendorf stated that it is not fair to allow one firm to change their information after the proposals were presented and submitted. It creates an unfair advantage once all of the information has been made public. Schroeder asked if there was a contingency included with these proposals. Johnson said there was not, but contingencies are typically written in once there is a clear cost on the construction.

Willman stated that he was concerned with the number of visits that Water Technology Inc provided on their proposal. Johnson stated that he shared the same concern but it was not a deal breaker. Mueller (WTI) stated that this is standard for them and could add more in if needed, as they want the project to be done the right way and make the community feel at ease. Hamlin (BH) echoed Mueller's sentiments and said they too have a similar schedule of visits, but they add more in their proposal to stay on top of every phase of the project. Sukow stated that it is important to have someone on site to make sure things go right at all times, and referenced the Fire Station Construction Project as being a prime example. Sukow mentioned again that it was essential to have someone to watch over a \$4 million dollar project. Harris asked how much it would cost to have someone on site 3-4 days per week. Mueller estimated the cost to be \$1,000 per day for WTI to be on site, but that they would rely on Clark Dietz (their engineering partner from Wausau) more for this portion due to their proximity and estimated that their cost would be closer to \$400 per day if additional visits were required. Sturm said he talked

with Burbach in the parking lot after the meeting last week and they build the best pool. Sturm said the large spread in the proposals is because not everyone is bidding off the same page. Wendorf stated that everyone was given the exact same RFP at the same time, and all three firms were comfortable with the RFP.

Sturm questioned the Iowa Pool concept and if we were stuck with just that. Johnson answered that it was used as a baseline for the firms to formulate a proposal. We will now work on final design that suits our needs and wants. Harris asked if the Commission was going to have any input on the design. Mayor Bialecki said yes you can come up with anything you would like and encouraged the Commission to be involved and involve the community as well to give everyone the best results, as this pool is for the community and is a very important project. Schroeder stated that she was still bothered by the spread in prices from the proposals. Harris mentioned it might be because they are all built differently by different companies. Johnson mentioned there was almost a 50% difference on high and low bids on the fire station and that it is not out of the ordinary to have large differences. Wendorf stated that there was a much larger difference in proposals for the Smith Center rebuild after the tornado and has observed this before as well. Johnson stated that all three firms are very reputable and can all build a quality pool. It all comes down to how much you want to spend on engineering versus your level of comfort with a firm.

Johnson stated that he would like to save as much money as possible to spend on the pool itself. Willman questioned why Burbach was showing their own standard design towards the end of their presentation. He asked if we were going to be allowed to build the pool we want or is Burbach selling their cookie cutter plan. Mayor Bialecki stated that by selling a cookie cutter plan it allows a firm to charge same rates for project but make more because it is already engineered. Schroeder asked if the two firms present were friendly to using local contractors. Both answered yes and both mentioned that they would use the bidding process to select a general contractor (3-4 good pool builders in Wisconsin) and the general contractor would most likely use pre-qualified local bidders (if they chose to bid) to ensure quality work.

Mayor Bialecki asked if this was a white sheet job. Johnson answered yes that it was due to the magnitude of the project. Harris asked Mueller (WTI) if they were affiliated with Neumann Pools. Mueller said they were separate companies. Harris said if you are not why are you referenced in the Manitowoc Project. Mueller stated that they bid on the project and that the winning bidder used their expertise for portions of the project. He mentioned it happens fairly regularly on certain projects depending upon certain companies and their capabilities. Sukow again mentioned he wants a firm on site as much as possible to look out for us. Hamlin (BH) stated she wanted to make the Commission aware that they have no lawsuits/claims against them and that their proposal Phase II is all inclusive and at 6.5%. Johnson said there is no right or wrong answer here today, vote based on your comfort level with the firms and their proposals. Schroeder asked if it was appropriate to field a motion then discuss, Johnson stated yes.

*****Motion by Sturm to accept the bid from Burbach Aquatics, Inc., seconded by Harris**

Discussion: Sukow mentioned that he was not completely comfortable with Burbach as he thought their proposal came off a little too "used car salesman-like". Harris said he was voting for Burbach because of the research he did this week and the conversations he had with Burbach since last week's meeting. He said they design/build a good pool. Willman stated that he will vote no to this motion because they are double the price and he was concerned with the last portion of their presentation where they were showing their own design, not ours. Sturm said the only part that is cookie cutter is the pool vessel, the

rest of the toys we can add how we would like. Sukow stated his concern also for the price being way too high compared to the others. Sturm said yes they are but they are front loaded on their charges, he and Harris talked with Burbach in the parking lot after the meeting last week and they go to great lengths to take care of our project. They will be there more than anyone else and also put cameras up to ensure site safety and security.

***Sturm amended his motion to stick with Burbach Aquatics, Inc. and go with a \$4 million dollar project turn-key.

***Motion fails due to lack of a second

Discussion Continues on original motion: Sukow asked why Burbach is so much more expensive if everyone was using the same RFP. Harris again referenced his correspondence with Burbach throughout the week pointing out their new numbers. Johnson mentioned those numbers should have been included in the initial proposal, as the other two firms haven't been given an opportunity to adjust their prices either. Schroeder said she struggles with the thought of voting for Burbach because of the cost and is concerned that we are setting ourselves up to fail with the new numbers provided by Harris from Burbach.

Schroeder then called the question. . . . Sukow requested a roll call vote on the original motion:

Sukow – No
Artac – No
Harris – Yes
Sturm – Yes
Schroeder – No
Willman – No

***Motion fails (4 no 2 yes)

***Motion Sukow to accept bid from Water Technology, Inc. , seconded by Willman

Discussion: Schroeder asked WTI what percent outdoor versus indoor pools they design and build. Mueller (WTI) said overall 50/50. Harris asked Mueller about this climate. Mueller said in this climate 75% outdoor versus 25% indoor. Willman asked if donation has to be in place before we can do anything at all. Johnson informed the Commission that the donation is ready and will pay as we need starting now. Schroeder asked if the firms would have any problems with Commission involvement. Both answered none at all, that they prefer more involvement form Commission and public. Harris asked firms if they have any public forums. Both present answered yes as part of their process, and both are aware of our tight timeline and have no concern over meeting deadlines. They both indicated they are used to working this way. Harris asked WTI if they have concerns with soil borings and geotech on this timeline. Mueller (WTI) said not at all, very typical and they are used to this. Artac stated that it was important that both companies were well represented and very reputable and he appreciates all of their efforts.

Sukow called the question . . . and requested a roll call vote on the motion:

Willman – Yes

Schroeder – Yes

Sturm – Yes

Harris – Yes

Artac – Yes

Sukow – Yes

***Motion carries unanimously.

Next item on the agenda was public comment.

Hamlin (BH) wished the Commission and everyone best of luck on the project. Mayor Bialecki encouraged everyone to get involved and to involve the public on this project.

***Motion Sukow, seconded by Sturm, to adjourn at 5:17 p.m.

***Carried unanimously.

Dan Wendorf
Recording Secretary



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Fax (715) 539-2790

November 2014 Parks & Recreation Director's Board Report

Parks: The crew has finished all of the winterizing on all of our facilities throughout our park system. It typically takes a bit longer this time of year, as certain fall sports run longer into the season than others. With soccer and cross country finished with the MARC, that is always our last facility to get winterized. We will finish with our fall turf maintenance by aerating everything to avoid compaction and top-dress the highest use areas (Athletic Park, Varsity Soccer Field, and Varsity Softball Field). By aerating and topdressing the high use areas, we open the root zones to decrease compaction and increase oxygen to the root zone, while filling in the divots created by the respective athletes in each sport. This is a very successful way to prolong the life of your athletic fields and turf areas. We will be using a few dump trucks from the Street Department to haul granite up to the City Forest as part of the trail grant. Progress on the new portion was slowed down with all of the rain but we can still work our way back from where the progress was halted. We might need to request an extension on the grant to finish next year if the ground does not dry out enough to navigate a bull dozer safely on the far end of the property. Extensions are very common and the WDNR has always been very accommodating with projects that are subject to the elements such as this. The Riverside Park sand blasting and repaint job has been finished. They did a great job and the shelter looks fantastic once again. The roof project at Stange Park should be finished by the time we meet. The Girls Softball Bierman project to build shelters between the youth fields at the MARC has begun and will most likely be finished quickly as well. The shelters are a very welcomed addition to the youth fields for shade during the long tournament weekends and warm summer nights for league play. I intend to get to work on the Lions Park Bierman project over the winter months so it is ready to be performed right away next year. I have been working with Water Technologies and Clark Dietz on the pool project already with Soil Borings and Test Pits for retention ponds. So far both Water Technologies and Clark Dietz have been very good to work with and have been aggressive in getting these preliminary things done immediately as they said they would. I have been approached already by a representative of the Merrill Aqua Jays requesting to be involved in the design process. This person would like to see the design call for 6 lap lanes. If the pool has 6 lap lanes they can host meets outdoors, and there is a very big demand for outdoor meets in this area of the state due to the fact that the next closest facilities capable of hosting are Eau Claire or Appleton. Very shortly, the crew will be getting some of our equipment ready for plowing, flooding, and brooming for the winter.

Forestry: I have been inspecting street trees for removal or trimming throughout the city. I have also marked out planting locations and ordered trees for planting. We are going to be able to plant around 40 trees this year and planting should be finished by the time we meet. I have enclosed some information for you regarding a new find of Emerald Ash Borer in Rhinelander. This was a bit of a surprise because the next closest confirmed EAB location was/is approximately 100 miles in any

“Focusing on the Future”

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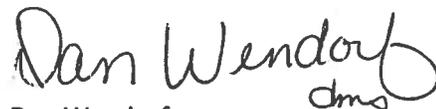
direction. So it is most likely a firewood issue that was transported in from an area that was contaminated. Unfortunately we are now going to have to make sure to pay extra attention in our community for this forest insect pest. I would like to make sure we go back through our readiness plan this winter so we are ready when it shows up on our door step.

Recreation: We have wrapped up our flag football season once again this year. We had a highly successful program again this year with our best registration numbers and no issues, which is great to see. We were even able to have our players and coaches attend a varsity football game, be recognized, and form a tunnel for the players to run out to on the field. Our other fall programs are just getting underway as we head into the holiday season with some of our popular theme programs, and a no school fun day mixed in there as well. We are already planning for the winter recreation season and would like to continue to build on some of our successful events we brought to the community the past few years. Like everyone else, we are hoping for a nice/average winter season climate so that we can all get out and enjoy the recreational opportunities we are blessed with here in Merrill.

Smith Center: HVAC units will have been installed by the time we meet as part of our ongoing preventative maintenance plan. The new units are much more efficient than the previous ones and this will increase our savings, reliability, and repair costs moving forward. The ice has been installed and it looks fantastic. I would like to thank our Arena Specialists once again for all of their hard work, they take a great deal of pride in our facility and it is not a secret that we have one of the nicest sheets of ice in the entire state of Wisconsin. With that being said, it will be very busy with ice time inside the Smith Center from now until after St. Patrick's Day and we are very much looking forward to it.

Note: As always I would like to thank all of our staff members for always going the extra mile, to ensure that our parks look beautiful and our programs are well organized and always improving. I will also (once again) like to invite you all to contact me at any time if you have questions regarding anything BEFORE our meetings please. We can have the discussion at the meeting to inform everyone, but having prior knowledge allows better communication and information sharing. This increases the efficiency of our meetings and delivers a better message to the public.

Respectfully Submitted,

A handwritten signature in black ink that reads "Dan Wendorf" with a stylized flourish at the end. Below the signature, the initials "dms" are written in a smaller, simpler script.

Dan Wendorf
Parks & Recreation Director
City of Merrill



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

INVOICE
 TIN 39-0875123

August 31, 2014
 Project No: 2011.095.00
 Invoice No: 18180

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

Professional Engineering / Architectural Services

Professional Services from July 19, 2014 to August 22, 2014

Phase 020 Water Park Study (t/m - *separate inv)

Includes conceptual design and planning for water park, evaluation of site alternatives and meetings / communication with City Staff. Flood study was completed to evaluate existing site location.

Professional Personnel

	Hours	Rate	Amount	
Project Engineer I, PE	10.00	105.00	1,050.00	
Staff Engineer	34.00	90.00	3,060.00	
CAD Technician I	.50	70.00	35.00	
Project Manager, Associate AIA	12.60	105.00	1,323.00	
Totals	57.10		5,468.00	
Total Labor				5,468.00

Reimbursable Expenses

Travel			23.52	
Total Reimbursables			23.52	23.52

Total this Phase \$5,491.52

Total this Project \$5,491.52

Total this Invoice \$5,491.52

10-55420-02-25000 →

KU 9/2/2014

RECEIVED
 SEP 02 2014

008411

INVOICE
TIN 39-0875123



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

September 30, 2014
Project No: 2011.095.00
Invoice No: 18273

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

Professional Engineering / Architectural Services

Professional Services from August 23, 2014 to September 26, 2014

Phase 020 Water Park Study (t/m - *separate inv)

Includes conceptual design and planning for water park, evaluation of site alternatives and meetings / communication with City Staff. Flood study was completed to evaluate existing site location.

Professional Personnel

	Hours	Rate	Amount	
CAD Technician I	.50	70.00	35.00	
Project Manager, Associate AIA	2.40	105.00	252.00	
Totals	2.90		287.00	
Total Labor				287.00
			Total this Phase	\$287.00

Phase 021 Flood Study for Water Park (t/m*sep inv)

Professional Personnel

	Hours	Rate	Amount	
Project Engineer III, PE	7.50	140.00	1,050.00	
Project Engineer II, PE	3.30	125.00	412.50	
Staff Engineer	6.50	90.00	585.00	
Project Architect III, AIA	14.30	120.00	1,716.00	
CAD Technician III	2.10	90.00	189.00	
CAD Technician II	8.00	80.00	640.00	
Project Manager, Associate AIA	17.30	105.00	1,816.50	
Totals	59.00		6,409.00	
Total Labor				6,409.00

Reimbursable Expenses

Travel			20.72	
Total Reimbursables			20.72	20.72
			Total this Phase	\$6,429.72

OVER

Project	2011.095.00	Merrill MC General Engineering Services	Invoice	18273
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Total this Project \$6,716.72

Total this Invoice \$6,716.72

10-55420-02-25000

K4 10/14/2014

Wendorf, Dan

From: Winter, Kristie M <Kristie.Winter@optum.com>
Sent: Thursday, October 09, 2014 10:14 AM
To: Wendorf, Dan
Subject: New Outdoor Pool - Merrill Aqua Jays

Hi Dan,

Sorry I have not gotten back to you sooner life has defiantly gotten in the way the last few weeks preparing for the swim season. I wanted to talk to you about the potential to use the new outdoor pool for a summer extension of the Merrill Aqua Jays swim club.

The Aqua Jays has been a club over 35 years and currently has a little over 60 members. Last year we piloted a summer team with about 5 swimmers, we swam in various pools around the area to get water time including Medford, Merrill and Antigo. The summer swim season is an outdoor season and meets are held in outdoor meter pools. The two closest pools are in Eau Claire (Fair Fax Park) and Appleton (Erb park).

I would really love to try to incorporate outdoor practices for the team once the new facility is built I think we could pull from these neighboring communities as well for the summer season if we have that opportunity. Some key factors for that would be a 25 meter or 50 meter lap swimming area.

In the future if we can get our summer club to grow we would also have a strong potential to host a summer meet. These meets typically run over a weekend for 2 full days. The meets pull in 1200-1500 swimmers during this time frame. With our location in central Wisconsin we have the potential to pull from all directions in the state and really bring a neat event to our community.

To be able to even consider hosting a meet at our pool in the summer we would need 6 lanes for swimming in the lap area in a 25 or 50 meter layout. At least 1 end must be deep enough for starts/diving. I've pasted below the USA guidelines for pool size.

While I know that there will also be additional expenses to eventually to host a meet starting blocks, timing systems etc. we cannot even entertain the option in the future as a long range goal if the lane area is not built large enough.

I know you are under a tight time frame and have a lot of factors going into the pool design but I hope you can consider these suggestions, especially the possibility of practices being held there. I think this could be a very good community opportunity.

More information on the USA swimming regulations can be found at www.USAswimming.org
In addition they also have a section on facilities and offer resources to help design.

If you would like to discuss more please let me know.

Thanks
Kristie Winter
Merrill Aqua Jays Head Coach
715-539-0925 H
715-571-3770 C

103.3 RACING COURSE DIMENSIONS
.1 /M/ Length.
A Long Course: 50.00 meters (164 feet and 1/2 inch).

B Short Course: 25.00 yards or 25.00 meters (82 feet and 1/4 inch).

C Dimensional Tolerance: Against the required length, a tolerance of plus (+) 0.03 meters (1 and 3/16ths of an inch) in a vertical plane extending 0.3 meters (12 inches) above and 0.8 meters (2 feet, 7 1/2 inches) below the surface of the water at all points of both end walls.

D When automatic officiating equipment touch pads are used at one or both ends, the course shall be of such length that ensures the required distance between the two touch pads or between either pad and the opposite end of the course.

E When the racing course is fixed by the use of movable bulkheads, such bulkheads shall be designed to resist lateral deflection due to tension exerted by the attachment of the lane dividers to ensure the required course distance in all lanes.

F See Article 104, Rules for Swimming Records, for course measurements certification requirements.

103.2

42 2010 Rules & Regulations

.2 Width.

A /NC/ Eight or ten lanes, minimum width of 2.5 meters (8 feet 2 1/2 inches), from center line to center line of the lane dividers, with approximately 0.45 meters (1 foot 6 inches) of additional open water outside lanes 1 and 8 (or 10). Program Operations may waive this requirement for National Championships.

B /LSC/ Minimum lane width for competitive swimming shall be 7 feet (2.13 meters).

103.4 /M/ RACING COURSE WALLS

.1 **Permanent Course Walls** — Walls enclosing the racing course shall be parallel and vertical.

The end walls shall be at a right angle to the water surface and shall be constructed of solid material with non-slip surface that extends no less than 0.8 meters (2 feet 7 1/2 inches) below the water surface.

.2 **Movable Bulkhead Course Walls** — If a continuous recessed hand grip is provided at or near the water surface in a movable bulkhead, the horizontal dimension of the recess perpendicular to the bulkhead should be not less than six inches (.15 meters) and designed in a manner to prevent the swimmer's fingers from contacting the back surface of the recess.

103.5 /LSC/ POOL AND BULKHEAD MARKINGS

.1 **Pool bottom lane markers:** Minimum 10 inch (25 centimeter) wide lines of a dark contrasting color (preferably black) shall be provided in the middle of each racing lane on the bottom of the pool. The lines should be uninterrupted the length of the course and shall end with a distinctive cross line 1.0 meters (3 feet 4 inches) long and the same width as the bottom marker. The line, including the cross line, shall terminate 2.00 meters (6 feet 7 inches) from each end wall.

.2 **End wall targets:** Flush, non-slip

Kristie Winter

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

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ARTICLE 103 FACILITIES STANDARDS

103.1 DEFINITIONS

- .1 */M/* = Indicates mandatory requirement for all competition.
- .2 */NC/* = Except as noted otherwise, indicates mandatory requirement for USA Swimming Championships and International Competition.
- .3 */LSC/* = Predicated on facility availability, LSCs may waive strict compliance with these requirements in sanctioning local competition.
- .4 Where dimensions are given, the dimension listed first shall govern, and dimensions given in parenthesis are for reference only.

103.2 WATER DEPTH

- .1 */NC/* 2 meters (6 feet 7 inches) deep throughout the course.
- .2 */M/* Teaching Racing Starts — Minimum water depth for teaching racing starts, prior to certification, in any setting from any height starting blocks or the deck shall be 6 feet (1.84 meters) measured for a distance of 3 feet 31/2 inches (1.0 meter) to 16 feet 5 inches (5.0 meters) from the end wall. Teaching racing starts shall only take place under the direct supervision of a USA Swimming member coach and shall include:
 - A All racing start instruction until a swimmer has been certified by his or her USA Swimming member coach as proficient in performing a racing start, and
 - B Subsequent to certification, instruction which seeks to alter a swimmer's basic technique in performing a racing start.

Subsequent to certification, practicing of racing starts may take place in water depth of four (4) feet (1.22 meters) and deeper.
- .3 */M/* Racing Starts — Minimum water depth for racing starts during practice and competition shall be measured for a distance 3 feet 31/2 inches (1.0 meter) to 16 feet 5 inches (5.0 meters) from the end wall. Starting requirements and height of starting block shall be:
 - A In pools with water depth less than 4 feet (1.22 meters) at the starting end, the swimmer must start from within the water;
 - B In pools with water depth 4 feet (1.22 meters) or more at the starting end, starting platforms shall meet the height requirements of 103.13.1.

Note: Local, state and municipal statutes, ordinances, rules and regulations, may have depth limitations in conflict with this section. The LSC and all Member Clubs should check for this at all times.

103.3 RACING COURSE DIMENSIONS

- .1 */M/* Length.
 - A Long Course: 50.00 meters (164 feet and 1/2 inch).
 - B Short Course: 25.00 yards or 25.00 meters (82 feet and 1/4 inch).
 - C Dimensional Tolerance: Against the required length, a tolerance of plus (+) 0.03 meters

(1 and 3/16ths of an inch) in a vertical plane extending 0.3 meters (12 inches) above and 0.8 meters (2 feet, 71/2 inches) below the surface of the water at all points of both end walls.

- D When automatic officiating equipment touch pads are used at one or both ends, the course shall be of such length that ensures the required distance between the two touch pads or between either pad and the opposite end of the course.
- E When the racing course is fixed by the use of movable bulkheads, such bulkheads shall be designed to resist lateral deflection due to tension exerted by the attachment of the lane dividers to ensure the required course distance in all lanes.
- F See Article 104, Rules for Swimming Records, for course measurements certification requirements.

.2 Width.

- A */NC/* Eight or ten lanes, minimum width of 2.5 meters (8 feet 21/2 inches), from center line to center line of the lane dividers, with approximately 0.45 meters (1 foot 6 inches) of additional open water outside lanes 1 and 8 (or 10). Program Operations may waive this requirement for National Championships.
- B */LSC/* Minimum lane width for competitive swimming shall be 7 feet (2.13 meters).

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- .1 **Permanent Course Walls** — Walls enclosing the racing course shall be parallel and vertical. The end walls shall be at a right angle to the water surface and shall be constructed of solid material with non-slip surface that extends no less than 0.8 meters (2 feet 71/2 inches) below the water surface.
- .2 **Movable Bulkhead Course Walls** — If a continuous recessed hand grip is provided at or near the water surface in a movable bulkhead, the horizontal dimension of the recess perpendicular to the bulkhead should be not less than six inches (.15 meters) and designed in a manner to prevent the swimmer's fingers from contacting the back surface of the recess.

103.5 */LSC/* POOL AND BULKHEAD MARKINGS

- .1 **Pool bottom lane markers:** Minimum 10-inch (25-centimeter) wide lines of a dark contrasting color (preferably black) shall be provided in the middle of each racing lane on the bottom of the pool. The lines should be uninterrupted the length of the course and shall end with a distinctive cross line 1.0 meters (3 feet 4 inches) long and the same width as the bottom marker. The line, including the cross line, shall terminate 2.00 meters (6 feet 7 inches) from each end wall.
- .2 **End wall targets:** Flush, non-slip targets in a shape of a "T" or a cross and the same width as the lane bottom markers shall be provided in the center of each lane on each end wall of the course and shall extend at least 3 feet 4 inches (1.0 meters) below the level of the water surface. It is recommended that the top edge of the deck be of a contrasting color to provide a visual target above water at the end of the course.
- .3
 - A The lanes shall be numbered from right to left as the swimmers stand facing the course.
 - B Lane numbers shall clearly identify the lanes to officials stationed on each course.



PROJECT SCHEDULE **DRAFT**

CITY OF MERRILL

October 17, 2014

WTI #: 14307

Phase I – Schematic Design Phase

Start	October 15, 2014
Soils Borings	October 17, 2014
Survey	October 21, 2014
A. Site & Location Analysis	October 29, 2014
B. Programming and Needs Assessment	October 29, 2014
C. Committee Meeting (Conceptual Design Options)	November 19, 2014
D. Parks and Recreation Commission Presentation (Developed Scheme)	December 10, 2014

Phase II

E. Design Development Phase

Start	December 11, 2014
Progress Design Team Submittal drawings to WTI	December 11, 2014
Progress drawings released to the City	December 16, 2014
Progress Design Meeting	December 17, 2014

F. Construction Document Phase

Start	December 18, 2014
50% Progress Design Team Submittal drawings to WTI	January 21, 2015
50 % Progress drawings released to the City	January 23, 2015
Progress Design Meeting	January 28, 2015

Design Team Submittal (85% drawings & specs) to WTI	February 09, 2015
85% Progress Drawing set distributed to City	February 11, 2015
Progress Design Meeting	February 11, 2015
Parks and Recreation Commission Consideration to release for bidding	February 11, 2014
Final Comments to Design Team	February 18, 2015
WTI releases Advertisement for bidding	February 23, 2015
Design Team Submittal (FINAL drawings & Specs) to WTI	March 02, 2015
Final Bid Documents completed	March 06, 2015
Submittal to the State of Wisconsin	March 10, 2015

G. Bidding & Award Phase

Documents released to bidders	March 09, 2015
General Construction Bids Due (3 pm)	April 06, 2015
Parks and Recreation Commission Award	April 08, 2015
Construction Contracts released to contractor	April 15, 2015
Construction Contracts returned from contractor	April 20, 2015
Issue Notice of Award	April 24, 2015

J. Construction Phase

Pre-Construction Conference	TBD
Start Construction	April 27, 2015
Pool Start-Up/Commissioning	Late May 2016
Substantial Completion	June 10, 2016
Project Review	June 11, 2016
Park & Rec begins Move-in takes occupancy	June 12, 2016
Pool Open (staff to determine)	June 19, 2016
Final Completion (Punch list wrap-up)	July 08, 2016
Project Review	July 09, 2016



Oneida County Will Join EAB Quarantine List

Release Date: 10/7/14

Contact: Donna Gilson, 608-224-5130

donna.gilson@wi.gov

Jim Dick, Communications Director, 608-224-5020

jim.dick@wi.gov

MADISON – Oneida County will be quarantined following confirmation of emerald ash borer in the city of Rhinelander.

“It’s disappointing, but not surprising, when EAB shows up in an entirely new area like this,” said Brian Kuhn, director of the Bureau of Plant Industry in the Department of Agriculture, Trade and Consumer Protection. “EAB hitchhikes on firewood and other ash wood very easily, and can end up many miles from any previously known infestation. It’s hard to detect at low levels, so it’s generally three or four years before we find an infestation after it first begins.”

The Oneida County detection was on public property, in one of the purple traps set by the U.S. Department of Agriculture-Animal and Plant Health Inspection Services.

A portion of the Lac du Flambeau Tribe’s reservation lies within the boundaries of Oneida County. The State of Wisconsin and the federal government are consulting with the tribe about the quarantine within the reservation boundaries. The tribe may institute a quarantine on its property at its own discretion. A decision is expected in the near future.

Quarantines prohibit ash wood products and hardwood firewood from being moved to areas that are not quarantined. For businesses handling wood products that could carry EAB, this means that they must work with DATCP to assure that their products are pest-free before shipping to non-quarantine counties. For private citizens, a quarantine means that neither residents nor tourists may take firewood from these counties to non-quarantine counties.

“While it is legal to move firewood within the quarantined counties, we strongly discourage it,” Kuhn said. “The vast majority of EAB infestations have resulted from the movement of firewood. EAB is one of a number of forest pests and diseases that can easily and invisibly move from one location to another under the bark of firewood. If we could reduce the long distance movement of firewood we would reduce the spread of many invasive forest pests, not just EAB.”

DATCP recommends that property owners who have ash trees in quarantine counties:

- Keep a close watch for possible signs of EAB infestation: Thinning canopy, D-shaped holes in the bark, cracked bark, branches sprouting low on the trunk, and woodpeckers pulling at bark.
- Consider preventive treatments if your property is within 15 miles of a known infestation.
- Consider planting different species of trees that are not susceptible to EAB.
- Call a professional arborist, and visit emeraldashborer.wi.gov for detailed information.

The quarantine will be put in place temporarily by a Wisconsin emergency rule, until the U.S. Department of Agriculture completes the process to enact a federal quarantine.

Emerald ash borer is native to China and probably entered the United States on packing material, showing up first in Michigan in 2002. It was first found in Wisconsin in 2008 in Ozaukee County. Other quarantined Wisconsin counties are Adams, Brown, Buffalo, Calumet, Columbia, Crawford, Dane, Dodge, Door, Douglas, Fond du Lac, Grant, Green, Iowa, Jefferson, Juneau, Kenosha, Kewaunee, La Crosse, Lafayette, Manitowoc, Milwaukee, Monroe, Outagamie, Ozaukee, Racine,

EAB – ADD ONE

Richland, Rock, Sauk, Sheboygan, Trempealeau, Vernon, Walworth, Washington, Waukesha and Winnebago.

EAB adults lay eggs on the bark of ash trees in mid- to late summer. When the eggs hatch a week or two later, the larvae burrow under the bark for the winter and feed, forming the characteristic S-shaped tunnels and destroying the tree's ability to take up nutrients and water. In summer, the adults emerge through D-shaped holes in the bark.

The Wisconsin Emerald Ash Borer Program includes DATCP; DNR; UW-Madison; UW-Extension; USDA Forest Service and Animal and Plant Health Inspection Service. ###

For more DATCP news, find us on [Facebook](#) and [Twitter](#).

Attachments:

9.pdf

Hello Folks.

Bill McNee one of our DNR Forest Health Specialists has updated a litany of emerald ash borer (EAB) maps you may be interested in viewing or using with your residents or staff, I will give you a bit of explanation regarding each one.

Top Left – This is the approximate find locations throughout the state, as you can see the latest find this week is a real outlier, being approx. 100 miles from the next closest in-state find

Top Middle –State map showing 15 mile radius of all finds, notice two other counties have property within area of the Rhinelander find (why is the 15 mile radius a magical number?) It is the distance we have been told by UW-Extension that properties within that area should be taking pro-active actions against EAB e.g. treatment, removal or realize you are at greater risk for infestation.

Top Right – Map showing detections nationwide, notice there have been 10 new county finds in the state, this is very significant as last year we had six in Wisconsin.

Bottom Left – Map showing close-up 15 mile radius around the City of Rhinelander, thus see adjacent Town's within this area.

Bottom Right – Map showing all quarantined counties in the state, 37 in all (more than half of all Wisconsin counties)

We are committed to service excellence.

Visit our survey at <http://dnr.wi.gov/customersurvey> to evaluate how I did.

Don Kissinger

Phone: (715) 359-5793

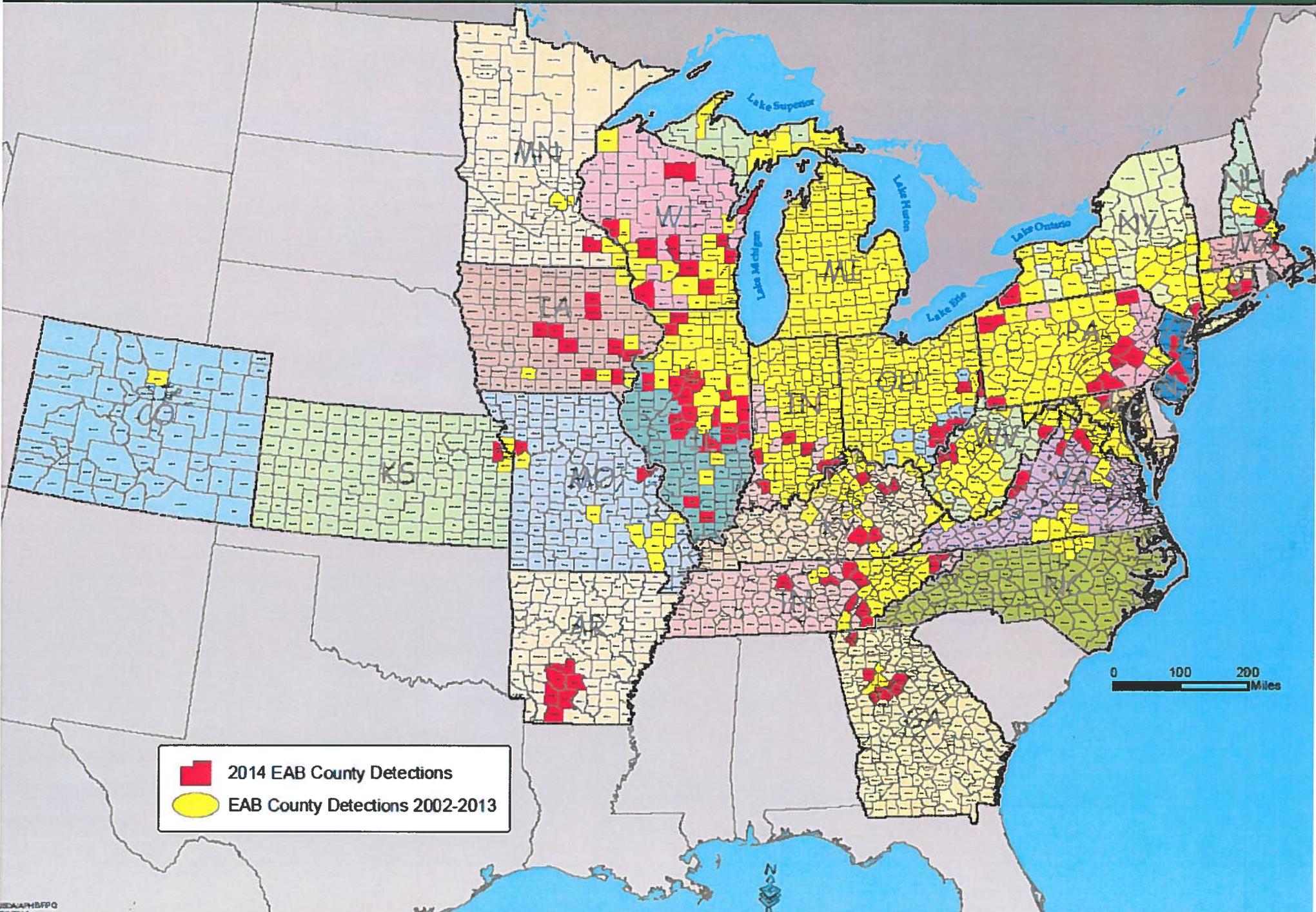
don.kissinger@wisconsin.gov



United States
Department of
Agriculture

Cooperative Emerald Ash Borer Project

EAB County Detections

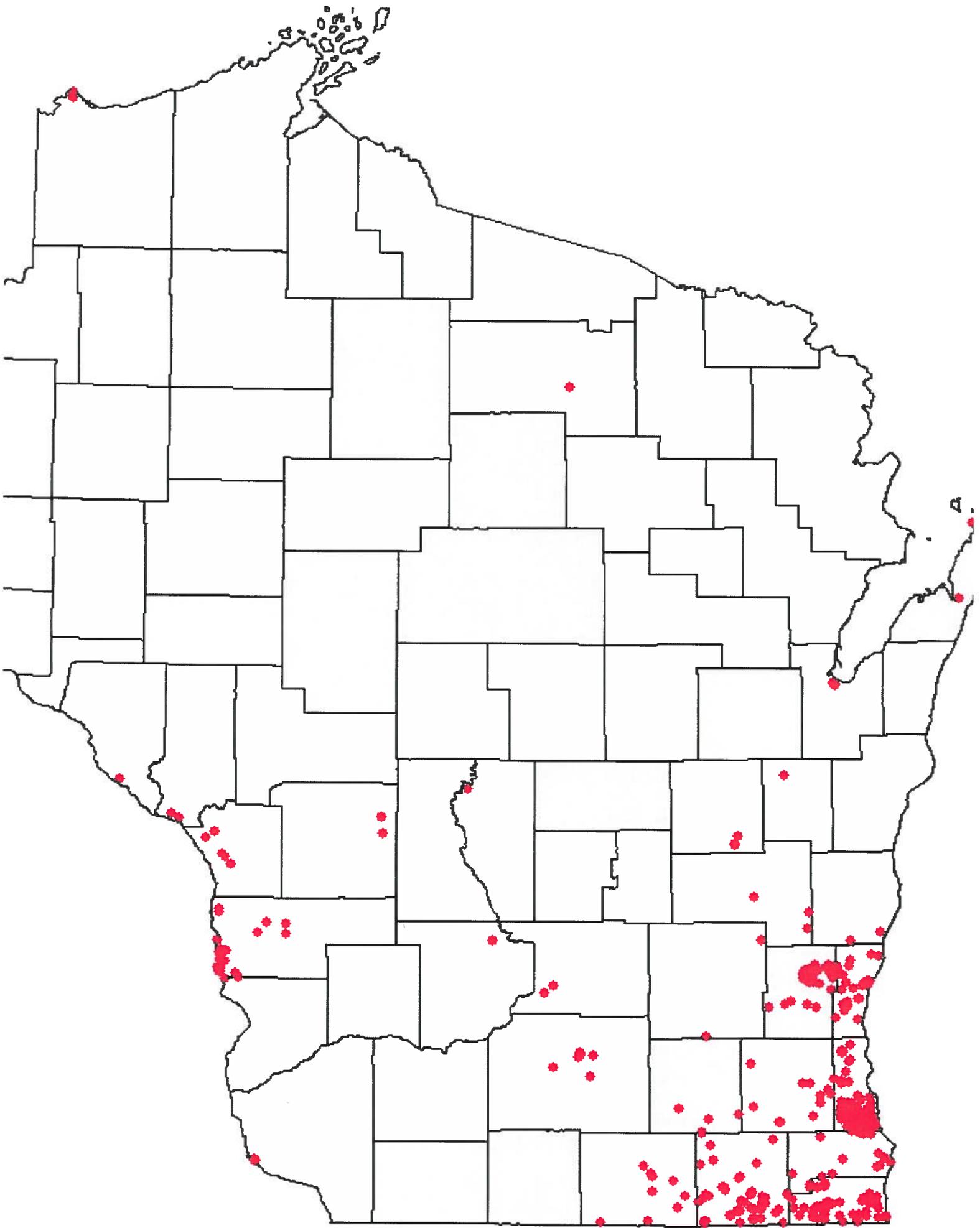


 2014 EAB County Detections

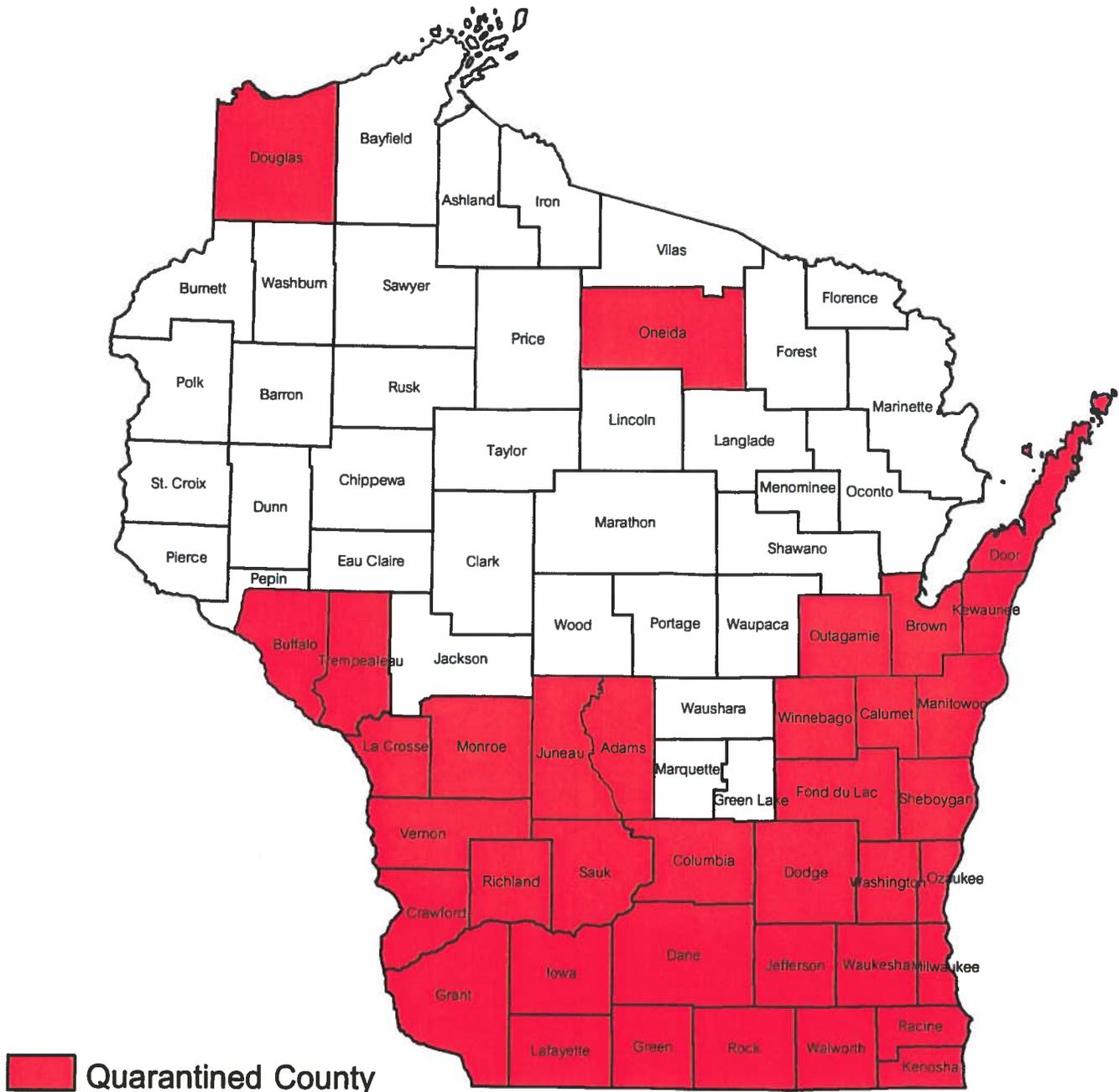
 EAB County Detections 2002-2013

0 100 200
Miles





Emerald Ash Borer Quarantine



Wisconsin Department of Agriculture, Trade and Consumer Protection

Map Updated 10/7/2014



