



CITY OF MERRILL
FESTIVAL GROUNDS COMMITTEE
MINUTES • THURSDAY MARCH 2, 2017

Regular Meeting

City Hall Council Chambers

6:00 PM

I. Call to Order

Attendee Name	Title	Status	Arrived
Rob Norton	Aldersperson - Seventh District	Present	
Tim Meehean	Aldersperson - Eighth District	Present	
Bill Bialecki	Mayor	Present	
Paul Russell	Aldersperson - First District	Present	
Neal Christensen	Food Vendor Rep.	Present	
Dale Christiansen	Fair Assn. Rep.	Excused	
Bryan Bloch	Rodeo Assn. Rep.	Present	

Other attendees included: City Administrator Dave Johnson, City Attorney Tom Hayden, Festival Grounds Manager Richard Bjorklund, Alderwoman Kandy Peterson, Bryan Moodie, Michael Caylor Jr., Darrell Barker, Jimmy Lawson, Mike Geisler, Les Sabatke, James Kreger and City Clerk Bill Heideman.

II. Minutes of previous meeting(s):

1. Minutes of February 2, 2017 meeting

Motion (Bloch/Russell) to approve.

RESULT:	APPROVED
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III. Agenda items for consideration:

1. Expo Hall Lease

This was originally discussed at the February 2nd, 2017 meeting.

Alderman Meehean had questions on the lease. He stated that, in his opinion, the fees for renting the Expo Hall are excessive, and he would like to see them lowered. Three people who were interesting in leasing the hall have contacted City Administrator Johnson, but all three declined, stating that the fee was too high.

Motion (Meehean/Bialecki) to approve a daily rate of \$450. The fee for the second day would be \$350 and the fee for any other consecutive day(s) would be \$250. These fees would be applicable both to leasing the hall with the kitchen or without the kitchen. The security deposit for the Expo Hall only would be \$250 and the security deposit for the Expo Hall with kitchen would be \$500. Carried.

Motion (Meehean/Russell) to approve the Expo Hall lease agreement, with the fee changes incorporated by the previous motion.

RESULT: APPROVED

2. Merrill Festival Grounds Lease Agreement & Fee Schedule

Alderman Meehean noted several typographical errors in the document. It was determined that maintenance staff hours specified in the agreement will be 8:00 a.m. to 4:30 p.m.

Neal Christensen asked that more consideration be given to the "Expo Center Agreement Terms and Conditions" document. He was told that a "clean" copy would be prepared and considered at the next meeting.

Motion (Meehean/Russell) to approve the Merrill Festival Grounds Lease Agreement and Fee Schedule.

RESULT: APPROVED

3. Merrill Riders Club

Representing the Merrill Riders Club, Jimmy Lawson stated that a daily fee of \$250 was not acceptable to that group. They are counter-offering a daily fee of \$100. He reported that there are approximately 65 members in their group, and they typically have approximately 50 horses at an event. They typically hold about 8 events annually.

Alderman Meehean responded that, in his opinion, a \$5 fee per horse is not excessive.

Festival Grounds Manager Bjorklund suggested that perhaps the Merrill Riders Club could seek and receive funding from local individual(s) or civic group(s).

Mayor Bialecki noted that the City committed major funding to improve the Festival Grounds.

Mr. Lawson will take the City proposal back to the Merrill Riders Club for their consideration. Discussion on this will continue at the next meeting. No action was taken at this time.

4. Calendar of 2017 Events - Rick Bjorklund

Festival Grounds Manager Bjorklund reported that the Festival Grounds events are now listed on the City website. Any City employee with access to the City system can enter data.

Festival Grounds Manager Bjorklund then provided potential other sections that could be included on the website. City Administrator Johnson and Technology Manager Ron Turner will be working with Festival Grounds Manager Bjorklund on this, and it will be an item on a future meeting agenda.

Alderman Norton provided a verbal review of the events that are already scheduled at the Festival Grounds.

IV. Public Comment Period

Jimmy Lawson asked if there were any Memorial Day weekend events scheduled for the Festival Grounds in either 2017 or 2018. He was told that nothing has yet been scheduled for Memorial Day weekend in either 2017 or 2018.

Neal Christensen reported that the permanent vendor group had met recently.

Neal Christensen then stated that it is necessary to discuss policies and procedures related to the sale of alcoholic beverages at the Festival Grounds. He was told this would be discussed at the next meeting.

Neal Christensen stated that he has been requesting a financial report related to the Tractor Pull event. City Clerk Heideman replied that he does not have such a report in his possession.

V. Establish date, time and location of next meeting

Thursday, April 6th, 2017 at 6:00 P.M. in the City Hall Common Council Chambers.

VI. Adjournment

Motion (Russell/Meehean) to adjourn. Carried. Adjourned at 7:20 P.M.