



**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
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NOVEMBER MEETING NOTICE

The Merrill Parks and Recreation Commission will have a meeting on **Wednesday, November 1, 2017 at 4:15 p.m.**, at the **Merrill City Hall**.

Voting members of Commission: John Burgener, Jean Ravn, Brian Artac, Melissa Schroeder, Dave Sukow, Joan Tabor and Michael Willman.

The following items will be included on the agenda:

1. Approve minutes from previous meeting.
2. Approve claims.
3. Public Comment
4. Request by City Administrator to discuss payment by vendors at Festival Grounds for Labor Day event.
5. Continued discussion on potential Agra Pavilion fees and maintenance agreement development.
6. Update on river Bend Trail projects
7. Update of 2018 budgetary process
8. Monthly reports.
9. Set date for next meeting.
10. Public comment
11. Adjournment

Submitted by

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

October 4, 2017

The Merrill Parks and Recreation Commission met on Wednesday, October 4, 2017 at 4:15 p.m. at the Merrill City Hall.

Members Present: John Burgener, Melissa Schroeder, Dave Sukow, Jean Ravn, Joan Tabor and Mike Willman

Members Excused Absent: Brian Artac

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: City Administrator Dave Johnson, Erik Pfantz, Kyle Gulke, Kandy Peterson, and Mary Ball, Fred Heider

***Motion by Sukow, seconded by Burgener to approve the minutes from the September meeting.

***Carried unanimously.

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

***Carried Unanimously.

The first item on the agenda was to review and potentially approve 2018-2022 Merrill Outdoor Recreation Plan. Fred Heider was present and went over a few items in the Merrill Outdoor Recreation Plan. After some discussion a motion was made to accept the plan.

***Motion by Sukow, seconded by Jean to move to adopt the Merrill Outdoor Recreation Plan and send draft to City Council to have approved.

***Carried Unanimously.

The next item on the agenda was to review and approve 2018 Operational Budget request. Wendorf stated that there would be 0% increase. The Commission reviewed the budget.

***Motion by Schroeder, seconded by Burgener to approve 2018 Operational Budget.

The next item on the agenda was to review and approve 2018 Capital Budget request. Wendorf presented a list of 11 items that he has placed on the Capital Budget request list. Wendorf stated that he would really like to see improvement at Stange's Park, he indicated that Stange Park after new shelter is built could possibly be one of the most rented parks due to the location and beauty of park. Wendorf also stated he would like to see the parking lot redone and the old tennis courts removed. Wendorf stated that moving the basketball court further away from the water would also be a big improvement to the park. Wendorf stated that some of the bridges in the park are in need of some repairs and he would also like to see some lighting along the ADA path for pedestrian safety. Wendorf also stated that he would like to see new lights at Athletic Park and the driveway and parking lot there paved. Wendorf wrote a WPS Foundation Grant for \$100,000 and is waiting for results for athletic lights. Wendorf stated that the only two pieces of equipment he would like to see replaced is the dump box on 2002 GMC 1 ton and a new pull behind large field mower. After some discussion it was decided if things had to be eliminated

that they did not want any Stange Park renovation items taken off the list. Willman suggested maybe writing a Stewardship Grant for Stange Park. Wendorf stated grants are due by May 1, 2018.

***Motion by Tabor, seconded by Ravn to approve the 2018 Capital Budget Request,

***Carried Unanimously.

The next item on the agenda was the Bierman Family Aquatic Center 2017 season summary. Wendorf stated that it was not the best year considering all the bad weather but overall the season was not that bad. Wendorf stated that all Aquatic Centers were dealing with the same thing we were – bad weather! Looking forward to next year to continue working on some yearly events.

The next item on the agenda was to begin discussion on Agra Pavilion future usage. Wendorf stated that they are almost complete with remodeling the Agra Pavilion and it is really looking good. Wendorf stated that in the near future the commission will need to decide who will be taking reservations and collecting money for the reservations and maintaining and paying utilities. This item will be on the agenda for the next couple meeting.

The next item on the agenda is the update on River Bend Trail east expansion project. Wendorf stated that the trail is moving along good and that they are hoping to black top soon.

The next item on the agenda was monthly reports. Wendorf stated that he is working with Badger Pool to figure out the problem with the light fixtures inside the pool. Hopefully soon they will have an answer.

***Motion by Sukow, seconded by Ravn to approve the monthly board report given by Wendorf.

***Carried unanimously.

The next regular meeting is scheduled for Wednesday, November 1, 2017 at 4:15 p.m. at the Merrill City Hall.

Public comment: no

***Motion by Burgener, seconded by Ravn to adjourn at 5:32 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary

OCT.

ACE HARDWARE	CAULK	10/10/2017		\$48.63	55400-08-82000
ACE HARDWARE	PAINTING SUPPLIES	9/26/2017		\$245.69	55400-03-50000
ACE HARDWARE	PAINTING SUPPLIES	9/28/2017		\$396.81	55400-03-50000
ACE HARDWARE	SPRAY PAINT	9/20/2017		\$27.96	55200-03-40000
ACE HARDWARE	FASTENERS	9/22/2017		\$0.93	55200-03-40000
ACE HARDWARE	PAINTING SUPPLIES	9/29/2017		\$347.80	55400-03-50000
ACE HARDWARE	FASTENERS	10/12/2017		\$15.91	55200-03-40000
ACE HARDWARE	ANTI FREEZE/SPECIALTY TOOL	10/2/2017		\$92.99	55200-03-40000
ACE HARDWARE	UNIVERSAL COVER	10/16/2017		\$8.98	55200-03-40000
ACE HARDWARE	BAIT STATION/FILTER	10/10/2017		\$12.48	55200-03-40000
ACE HARDWARE	HOSE CONNECTOR	10/13/2017		\$3.99	55200-03-40000
ALLEN LUEDTKE	FLAG FOOTBALL REF	10/5/2017	VOUCHER	\$135.00	55300-03-41000
AMERICAN WELDING	CYLINDER RENTAL	9/30/2017	5093550	\$44.45	55200-02-15000
ATCO INTERNATIONAL	CENTURION/POP UP SWIPES	10/11/2017	132383	\$255.50	55200-03-40000
BADGER SWIMPOOLS	WINTERIZE POOL	9/12/2017	42650	\$1,572.00	55420-03-50000
BAJA'S	BARLEYFEST	10/3/2017	17383	\$541.25	BARLEYFEST
BAUERNFEIND	COPY MACHINE	10/22/2017	435	\$641.48	55300-03-41500
BAUERNFEIND	TONNER	10/22/2017	48291	\$258.00	55300-03-41500
BAUMGART WASTE REMOVAL	WASTE HAULING/CARDBOARD	10/1/2017		\$158.00	55400-02-23600
CARQUEST	GREASE	10/13/2017	10846-18426	\$188.36	55200-03-40000
CENTRAL CARPET	TARKETT	9/21/2017	10966	\$126.00	55400-08-82000
CITY PAGES, INC	BARLEYFEST	9/22/2017	27273	\$427.10	BARLEYFEST
DAWSON HECKENDORF	FLAG FOOTBALL REF	10/5/2017	VOUCHER	\$180.00	55300-03-41000
DEVIN MMILLER	FLAG FOOTBALL REF	10/5/2017	VOUCHER	\$90.00	55300-03-41000
EMBROIDME	BEER GLASSES	10/4/2017	6385	\$1,546.53	BARLEYFEST
EMILY HECKENDORF	FLAG FOOTBALL REF	10/5/2017	VOUCHER	\$240.00	55300-03-41000
FASTENAL	PARTS FOR SHOP	10/6/2017	98306	\$41.99	55200-08-91000
FERGUSON ENTERPRISES	PARTS FOR SHOP	9/18/2017	108806	\$196.52	55400-03-50000
G & K SERVICES	MATS MOPS	9/28/2017	6016603615	\$180.41	55400-02-23250
G & K SERVICES	UNIFORMS JIM & JOE	9/21/2017	6016600887	\$64.43	55200-03-46000

G & K SERVICES	UNIFORMS JIM & JOE	10/5/2017	6016606386	\$64.43	55200-03-46000
G & K SERVICES	UNIFORMS JIM & JOE	10/12/2017	6016609131	\$64.43	55200-03-46000
GREEN LAWN	WINTERIZATION	10/9/2017	17-01994	\$125.00	55200-02-15000
HALLMAN LINDSAY	GOAL LINE WHITE	9/7/2017	10242776	\$399.50	55200-08-91000
HARDGRAVE APPLIANCE	KEGERATOR	10/9/2017	13226	\$300.00	BARLEYFEST
HEARTLAND COOPERATIVE	SUN AND SHADE TURF	10/4/2017	15379	\$61.19	55200-08-91000
K99 CBS SPORTS	ADVERTISING BARLEYFEST	9/30/2017	1607	\$315.00	BARLEYFEST
LEE RECREATION	STATIONARY BENCH FRAME	10/12/2017	11396-17	\$231.00	55200-08-91000
MENARDS	SHELVES/PLASTIC/CLIPS	9/17/2017		\$231.65	55400-03-50000
MERRILL STREET DEPARTMENT	P-69	9/6/2017	10629	\$186.47	55200-03-50000
MERRILL STREET DEPARTMENT	P-69	9/21/2017	11659	\$118.12	55200-03-50000
MERRILL STREET DEPARTMENT	P-69	9/14/2017	10649	\$82.49	55200-03-50000
MERRILL STREET DEPARTMENT	P-69	9/6/2017	10630	\$58.08	55200-03-50000
MERRILL STREET DEPARTMENT	P-18	9/7/2017	10633	\$64.77	55200-03-50000
MERRILL STREET DEPARTMENT	P-14M	9/13/2017	10640	\$52.16	55200-03-50000
MERRILL STREET DEPARTMENT	P-12	9/20/2017	11651	\$60.20	55200-03-50000
MERRILL WATER UTILITY	OTT'S PARK BATHROOM	11/10/2017	102-38040-13	130-29	55200-02-21000
MERRILL WATER UTILITY	OTT'S PARK SHELTER	11/10/2017	102-38140-13	\$16.49	55200-02-21000
MERRILL WATER UTILITY	ATHLETIC PARK	11/10/2017	222-26940-13	\$1,271.60	55200-02-21000
MERRILL WATER UTILITY	STANGE'S KITCHENETTE	11/10/2017	112-01440-13	\$13.49	55200-02-21000
MERRILL WATER UTILITY	ATHLETIC PARK - CONC. STAND	11/10/2017	222-27040-00	\$45.44	55200-02-21000
MERRILL WATER UTILITY	STANGE' KITCHENETTE - BATHROOM	11/10/2017	112-01540-13	\$66.86	55200-02-21000
MERRILL WATER UTILITY	RIVERSIDE PARK - BATHROOM	11/10/2017	330-51040-13	\$117.78	55200-02-21000
MERRILL WATER UTILITY	RIVERSIDE PARK - SHELTER	11/10/2017	330-51240-13	\$44.28	55200-02-21000
MERRILL WATER UTILITY	MARC	11/10/2017	350-31240-00	\$87.00	55400-02-21000
MUNICIPAL COMMERCE INC.	DRAIN AWAY	9/19/2017	3009-5	\$290.84	55200-08-91000
MUNICIPAL COMMERCE INC.	SUPER SOLVE	10/5/2017	3009-6	\$479.22	55200-08-91000
MURRAY AND ASSOCIATES	BLACK SQUIRREL LOGO	10/3/2017	3395	\$50.00	LOBSTER CRAWL EVENT
PETERSON BROS SAND AND GRAVEL	CYDS SCREENED TOPSOIL	10/2/2017	12202	\$94.50	55200-08-91000
PREMIER MANUFACTURING	BANNERS/PLAQUES	10/10/2017	4180	\$511.36	BARLEYFEST
R & R SPECIALITIES	JET ICE WHITE PAINT	10/11/2017	63329	\$872.46	55400-03-50000



Emerald Ash Borer Confirmed in Marathon County

Release Date: 10/12/17

Contact: Donna Gilson
608-224-5130, donna.gilson@wi.gov
Bill Cosh, Communications Director
608-224-5020, William2.Cosh@wi.gov

MADISON – Emerald ash borer has been confirmed in Marathon County, and the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) will quarantine the county as a result.

A tree care service found infested trees on private property along the Wisconsin River in the Town of Rib Mountain, adjacent to the city of Wausau. Specimens were identified by the U.S. Department of Agriculture Animal and Plant Health Inspection Service Tuesday, Oct. 10.

"Although we have now found EAB in well over half the counties in Wisconsin, much of the area in those counties remains uninfested. Human activity has caused these scattered infestations, not natural spread of the insect. So, it's still important for people not to move firewood out of infested areas, even within their own quarantined counties," said Brian Kuhn, director of the Plant Industry Bureau within DATCP. That precaution can delay introduction to new areas of quarantined counties for years.

For private citizens, the quarantine means that they cannot take firewood from quarantined counties to non-quarantined counties. For businesses handling wood products that could carry EAB, it means that they must work with DATCP to assure that their products are pest-free before shipping.

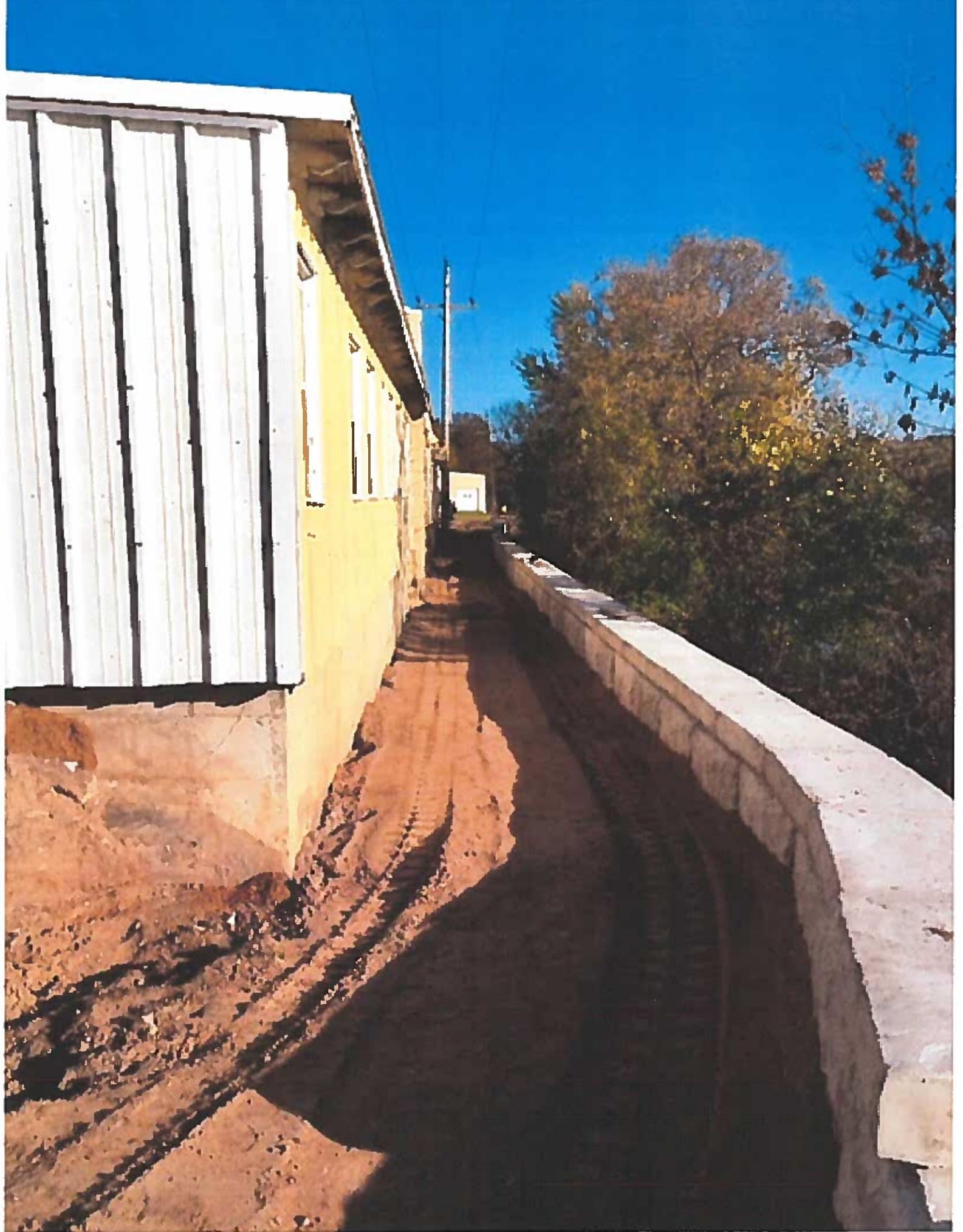
Kuhn recommends that property owners in quarantined counties:

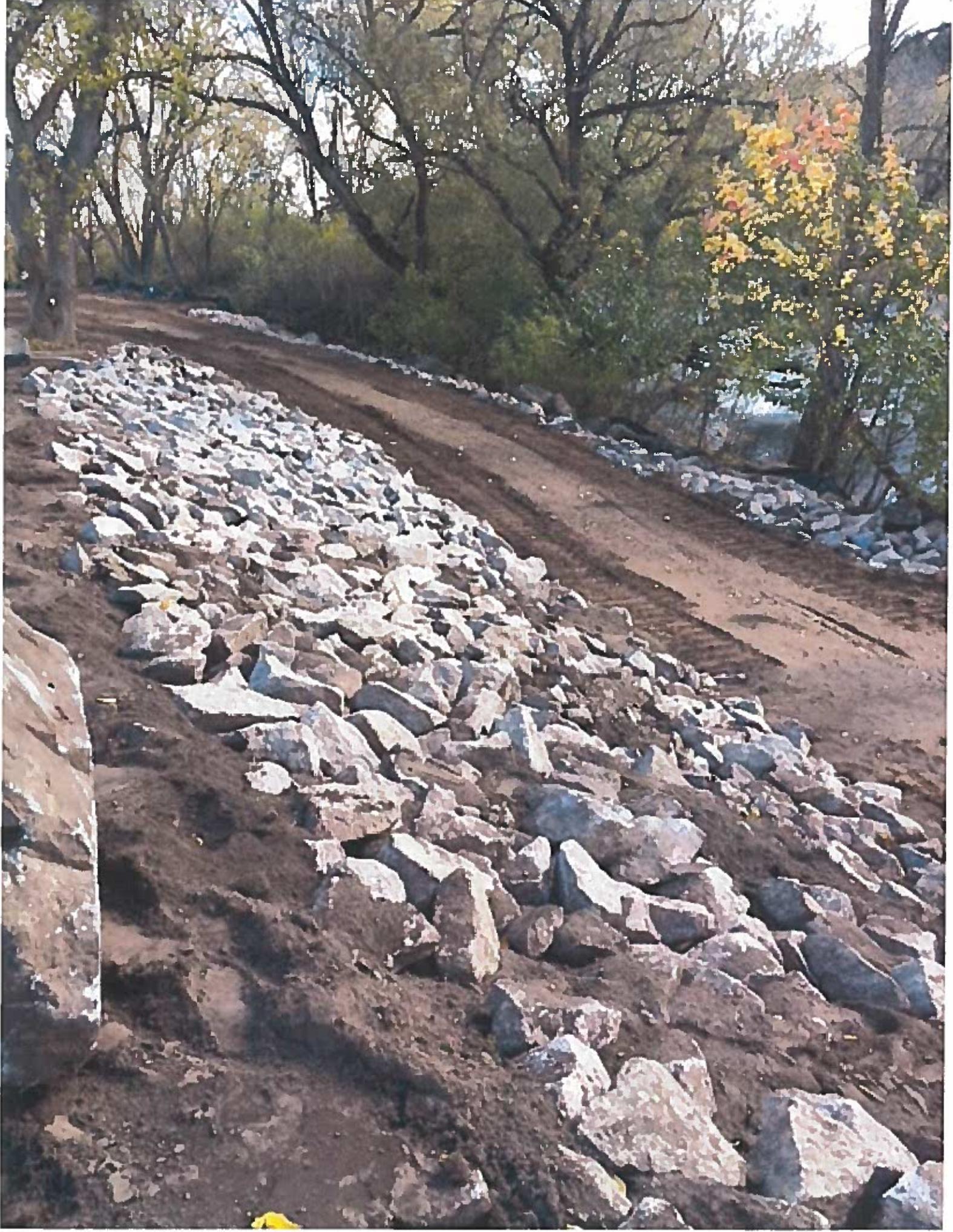
- Watch ash trees for signs of possible EAB infestation: Thinning in the canopy, D-shaped holes in the bark, new branches sprouting low on the trunk, cracked bark, and woodpeckers pulling at the bark to get to insect larvae beneath it.
- Consider preventive treatments if their property is within 15 miles of a known infestation. Whether to treat depends on several factors: the age of the trees, the size of the trees, and the number of trees. Treatment costs vary depending on size of the tree and whether you do the treatments yourself or hire a professional.
- Consider planting different species of trees that are not susceptible to EAB.
- Contact a professional arborist for expert advice, and visit emeraldashborer.wi.gov for detailed information.

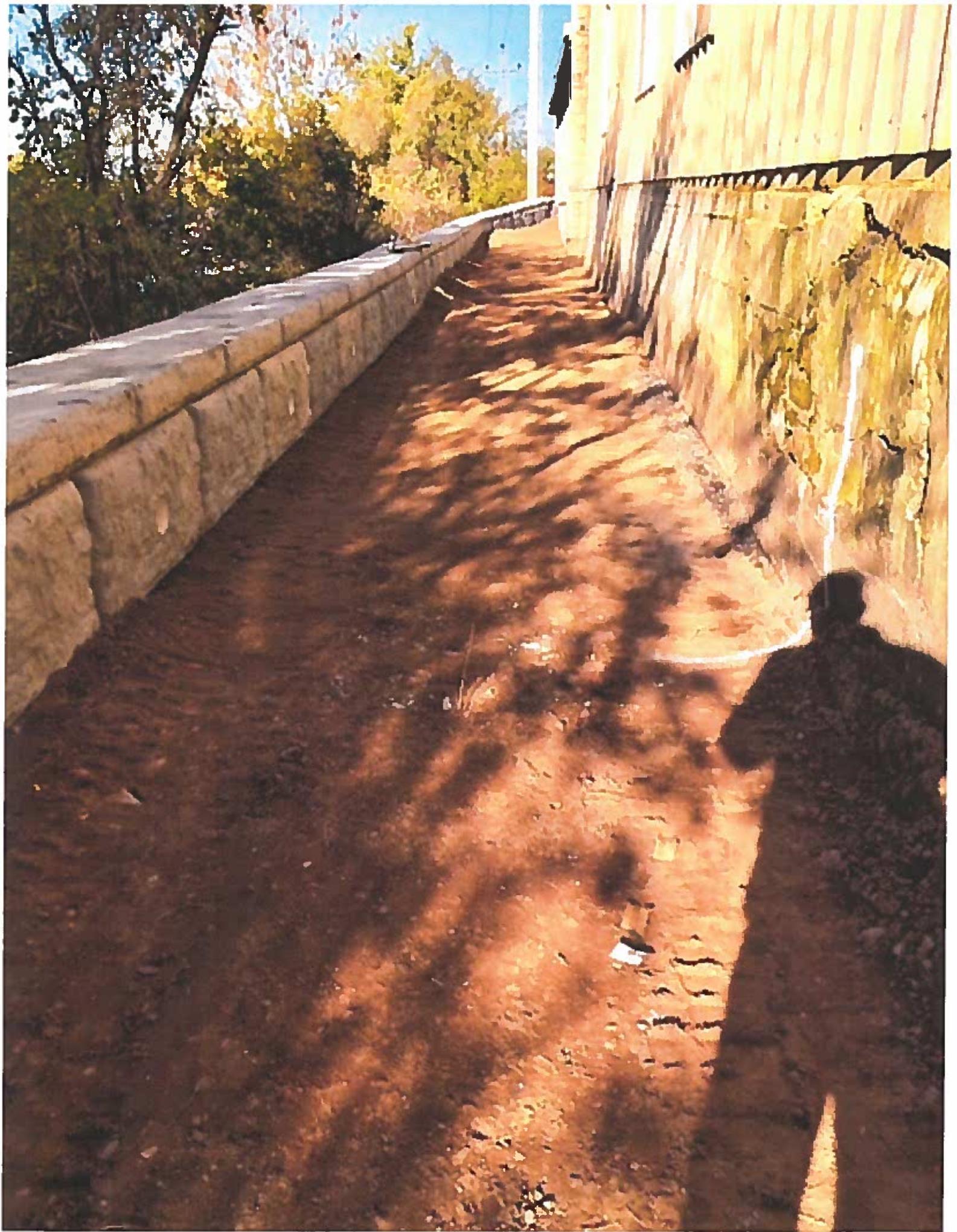
Emerald ash borer is native to China and probably entered the United States on packing material, showing up first in Michigan in 2002. It was first found in Wisconsin in 2008 in Washington County. Marathon County joins 46 other Wisconsin counties where EAB has been found: Adams, Brown, Buffalo, Calumet, Chippewa, Columbia, Crawford, Dane, Dodge, Door, Douglas, Fond du Lac, Grant, Green, Green Lake, Iowa, Jackson, Jefferson, Juneau, Kenosha, La Crosse, Lafayette, Manitowoc, Marinette, Marquette, Milwaukee, Monroe, Oneida, Outagamie, Ozaukee, Portage, Racine, Richland, Rock, Sauk, Sawyer, Sheboygan, Trempealeau, Vernon, Walworth, Washington, Waukesha, Waupaca, Waushara, Winnebago and Wood. Kewaunee County is also under quarantine because of the proximity of infestations in neighboring counties.

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November 2017 Parks & Recreation Director's Report

Parks: We have finally been able to catch up on quite a few of our fall tasks over the past few weeks. With the restrooms being closed up for the season and reservations/fall sports ending it allows the guys to focus much more on these tasks, instead of having the daily task of opening and cleaning facilities. Everything that needs to be winterized has been completed this week and all water meters have been pulled before winter. We have had to mow/mulch much deeper into the season this year for obvious reasons but I think everyone will take that trade off. The fantastic weather also helped us with some turf regeneration in some of our areas, allowing for germination already this fall to give us a head start next spring. Work on the River Bend Trail extension and Agra Pavilion has really progressed over the past few weeks. Paving on the Park Street parking area/Agra Pavilion Parking and the trail extension is scheduled to begin on 10/26 and should hopefully finish soon thereafter. The trail extension, for those who haven't had an opportunity to look at it yet, is absolutely beautiful and will be a welcomed addition to the existing trail. The Agra Pavilion project is really starting to take shape, with the overhangs almost complete and garage doors/exterior portion finishing up very soon. The Normal Park Restroom project is pretty much completed. We are finishing installing paper towel and toilet paper dispensers, as well as soap dispensers. We will leave this facility un-winterized so we can use it during the outdoor skating rink season. Everything turned out very well for the new restrooms and I am excited to be able to put them into use for next summer's reservations and park rentals. It will really improve the overall Normal Park experience to say the least. I attended the all-day budget meeting at the City Hall on Friday, October 20th and I will summarize the results for you verbally at the meeting. We are going to be working on the wet niche light replacements in the aquatic center over the next few weeks. It is not a big project but needs to be done in order to continue to host evening rentals next year.

Forestry: I have been spending more time on forestry with inspections and marking and preparing for our fall tree planting. Our tree planting will be taking place over the next few weeks, with a majority of the trees going along the boulevards of East 6th Street from Douglas to Mill where they re-did that entire roadway last year. Overall we are going to be planting 100 trees along the boulevards and in our parks. We are going to partner with Merrill Rotary Club to plant 52 trees (one for each one of their members) as part of the Rotary International initiative. They are going to help us with tree funding and each member is going to plant a tree in our parks, at a location that we need/choose. It is a great opportunity and we are thankful for being great friends of our parks! As you may or may not have heard, Emerald Ash Borer was confirmed in Marathon County a little over a week ago. It was on a private woodlot adjacent to the City of Wausau in the Town of Rib Mountain. We are still in a good position with our pre-emptive ash removal and have our numbers very manageable now. During the all-day budget meeting we discussed shifting road construction tree replacement costs into the actual road construction project. This will allow us to get those trees replaced as part of that actual project and

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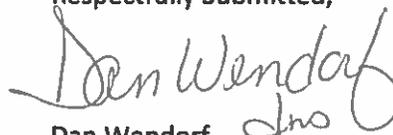
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more importantly, allow us to get back to planting proactively throughout the community. This would be a very good thing for our Forestry Program!

Recreation: We are pretty much finished up with all of our fall recreation programs and events. We had another great fall season and the weather throughout most of the season could not have been any better. We hosted another very successful bus trip in October, it was sold out. We are ready for the winter season to arrive and are already taking registrations for some of our programs and events. Hopefully we have a "normal" winter so that we can all enjoy outdoor winter recreation in our community. It would be nice to get ice rinks set up and open by Christmas once again this year and keep them running through February. Last few years we have had to close them down a few times for freezing rain or unseasonal temperatures. We are going to start gearing up for spring/summer/fall 2018 planning as the winter season closes in on us. As you have heard me mention before, it takes a tremendous amount of planning for our summer recreation programs and events and it is important to begin that process as early as possible.

Smith Center: We finished our dry floor events with a busy October. Barleyfest was a tremendous success once again this year. Hard to believe we celebrated our 10th Anniversary of that event. We had a great crowd and we had people from all over Wisconsin, and the Midwest. We had people here from 6 different states as well. It is always great to use this event to bring people into our community and showcase what Merrill is all about and has to offer. We even had Green Bay Packer Hall of Fame Kicker Chris Jacke in attendance to meet with people and sign autographs and he really enjoyed his first visit to Merrill. We also hosted the annual Tots Need Toys event the weekend after on October 14th and it went well. The day after that we turned the floor down and began the ice making process. We are hosting our first public skate on October 28th. The process went pretty smooth for ice install and I need to thank everyone that worked very hard to get our ice in and set up. We are fortunate to have some great people working in all areas of our Parks & Recreation Department. I am still working with our current HVAC contractor to get our 2017 preventative maintenance projects done, and it is looking like it might last into 2018. It really is not a big deal and we will get it done, it is difficult sometimes to get everyone to conform to our timeline, but we always get our projects done.

Respectfully Submitted,

A handwritten signature in black ink that reads "Dan Wendorf". The signature is written in a cursive style with a large, stylized "D" and "W".

Dan Wendorf
Parks & Recreation Director
City of Merrill