CITY OF MERRILL

FESTIVAL GROUNDS COMMITTEE

MINUTES ● THURSDAY NOVEMBER 2, 2017

Regular Meeting **Bierman Building** **6:00 PM**

I. Call to Order

Alderman Norton called the meeting to order at 6:00 P.M.

Attendee Name	Title	Status	Arrived
Rob Norton	Alderperson - Seventh District	Present	
Tim Meehean	Alderperson - Eighth District	Present	
Bill Bialecki	Mayor	Present	
Paul Russell	Alderperson - First District	Present	
Neal Christensen	Food Vendor Rep.	Present	
Bryan Bloch	Rodeo Assn. Rep.	Present	
Brad Becker	Fair Assn. Rep.	Present	6:10 PM

Also in attendance: City Administrator Dave Johnson, Diane Wais, Dick Stoeckmann, Michael Caylor Jr., Jimmy Lawson and City Clerk Bill Heideman. A student was in attendance to tape the meeting for Merrill Productions.

II. Minutes of previous meeting(s):

1. Minutes of October 5, 2017 meeting

Motion (Meehean/Russell) to approve.

Motion (Norton/Russell) to incorporate two amendments into the minutes. The first amendment would add an additional motion under the "Commercial kitchen rental" agenda item. The additional motion would allow rental of the entire hall for $450 (plus $500 kitchen deposit), if the renter opts to use the commercial kitchen only.

Clerk's note: A review of the October 8th meeting notes and the video of that meeting did not seem to include such a motion. However, there was discussion and apparent consensus that this type of rental would be allowed.

The second amendment would be to change the language of Bryan Bloch's public comment as follows: Bryan Bloch was pleased to report that the Wisconsin Pro Rodeo has been given a national award, the 2017 "Small Committee of the Year", from the Women's Professional Rodeo Association (WPRA). Motion to amend carried.

Motion to approve, as amended, carried.

III. Agenda items for consideration:

1. Continue reporting and discussion of alcohol licensing

Due to his excused absence, City Attorney Hayden requested prior to the meeting that this agenda item be referred to the December meeting.

Without objection, it was so ordered.

2. Outside vendor agreement (Labor Day)

City Administrator Johnson reported that several non-permanent food vendors set up stands on Labor Day, but pay no fee or utilities to use the grounds.

Mayor Bialecki suggested that the Parks and Recreation Commission should have input on this, since they are in charge of the Labor Day event. Food Vendor Rep. Christensen suggested that the Lions Club should also be contacted on this issue, and that both the Lions and the Parks and Recreation Commission be invited to the next meeting to discuss this.

Information on this will be forwarded to the Parks and Recreation Commission, and a report from the Parks and Recreation is expected to be returned to the Festival Grounds Committee in time to be discussed at the January Festival Grounds Committee meeting.

3. Leases:

Merrill Riders Club

City Administrator Johnson noted that no “deals” related to pricing would be offered to the Merrill Riders Club.

Representing the Merrill Riders Club, Jimmy Lawson reported that he will submit, to Diane Wais, a list of potential dates for 2018 Merrill Riders Club events. Mr. Lawson noted that he had problems getting all the necessary keys for events in 2017. That problem will be addressed.

Mr. Lawson also raised concerns related to the ground conditions where the events are being held. He was informed that steps are being taken to improve those conditions.

Per the April 6th, 2017 Festival Grounds Committee meeting minutes, the 2018 lease fee for the Merrill Riders Club will be $250 per event.

Food Vendors

A proposed lease agreement prepared by City Attorney Hayden was in the meeting packet.

Food Vendor Rep. Christensen distributed an alternative version of #6 in the lease, the restrictions on events. He reported that, if the stands are not allowed to be open for an event, they would like to have a 60 day prior notice, rather than 30 days. His proposal also contains other language that is different than the original document included in the meeting packet.

Motion (Meehean/Bialecki) to approve the lease agreement document, as presented by City Attorney Hayden.

Motion (Russell/Bialecki) to amend by changing the language of "The City of Merrill shall attempt to give the Food Vendor Lessees *30* days written notice for each event" to "The City of Merrill shall attempt to give the Food Vendor Lessees *60* days written notice for each event". Motion to amend carried.

Motion to approve, as amended, carried.

4. Monthly report from Food Vendor Rep. Christensen

Food Vendor Rep. Christensen that the #6 of the food vendor lease (Restrictions on Events) was the main item discussed at the monthly food vendor group meeting.

5. Fair financial report/update from Food Assn. Rep. Becker

Fair Association Rep. Becker reported that the 2017 fair financial report is not yet available. Hopefully, the report will be complete and available for the December meeting.

The tentative dates for the 2018 fair are August 15-19. It appears that the carnival will be Spectrum Carnival. Beginning in 2019, it is likely the fair will be held during the 3rd week of July.

The Sell Building is currently full of storage. The possibility of the City using the Steckling Building for storage was raised.

6. Monthly report from Festival Grounds Manager Bjorklund

Festival Grounds Manager Bjorklund was not in attendance and no monthly report was submitted.

IV. Public Comment Period

Mayor Bialecki stated that the City may be able to obtain the fencing surrounding the new Park City Credit Union facility, currently under construction. The fencing could then be installed at the Festival Grounds.

On the occasion of the one-year anniversary of Festival Grounds Committee meetings, Alderman Norton thanked everyone for their work over the past year.

Michael Caylor Jr. raised the issue of whether fencing installed at the Festival Grounds could potentially restrict public access.

Diane Wais stated that the organizers of a recent fundraiser at the grounds were pleased with the facilities.

Mayor Bialecki stated that, following a recent Association of Fairs district meeting, representatives of that group also expressed that they were pleased with the facilities. He then announced that the City of Merrill has received the 2017 "Friend of the 4-H" award from the Lincoln County 4-H Leaders' Association.

Dick Stoeckmann inquired as to the status of potentially adding a roof to the grandstand.

V. Establish date, time & location of next meeting

Thursday, December 7th, 2017 at 6:00 P.M. at the Bierman Center.

VI. Adjournment

Motion (Meehean/Bialecki) to adjourn. Carried. Adjourned at 7:30 P.M.