



**CITY OF MERRILL**  
**FESTIVAL GROUNDS COMMITTEE**  
**MINUTES • THURSDAY MARCH 1, 2018**

**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	Alderman - Seventh District	Present	
Tim Meehan	Alderman - Eighth District	Present	
Bill Bialecki	Mayor	Present	
Paul Russell	Alderman - First District	Present	
Neal Christensen	Food Vendor Rep.	Present	
Bryan Bloch	Rodeo Assn. Rep.	Present	
Brad Becker	Fair Assn. Rep.	Present	

Also in attendance: City Administrator Dave Johnson, City Attorney Tom Hayden, Festival Grounds Manager Richard Bjorklund, Public Works Director/City Engineer Rod Akey, Dave Buck, Dick Stoeckmann, Jill Viergutz, Mike Caylor Jr., Valerie Caylor and City Clerk Bill Heideman.

II. Minutes of previous meeting(s):

1. Minutes of February 1, 2018 meeting

Motion (Meehan/Bloch) to approve.

**RESULT: APPROVED**

III. Agenda items for consideration:

1. Continue discussion and reporting of alcohol licensing

It was reported that the organization that was interested in obtaining a license is no longer interested. The possibility of a "mobile bar" setup was discussed, but that involves a rental service.

This item will be on the April meeting agenda. No action was taken.

2. Fair financial report/update from Fair Assn. Rep. Becker

Fair Association Rep. Becker reported that the fair itself made a profit of approximately \$12,000, but factoring in the pre-fair costs resulted in a loss of approximately \$9,000.

3. Update on clay for the arena

Rodeo Association Rep. Bloch reported that clay was hauled in beginning on February 28<sup>th</sup>. Unfortunately, the clay was so rocky that the order was cancelled. Four loads arrived before order cancellation. Two of the loads may be usable, but two are probably not usable. This will be a work in process.

This item will be on the April meeting agenda.

#### 4. Placement/site for new bathrooms

Discussion was held on the various locations for the restrooms. An aerial map of a proposed location was distributed.

It was agreed that the restrooms should be placed in a location that is as “user-friendly” as possible.

#### 5. Review and possible action on restroom bids

Information on the bids was distributed. Five bids were received. All bidders are bonded.

The low bid (\$224,529) was from JAS (Wausau). This entity has been involved in several major projects in the Wausau area.

Motion (Meehean/Bialecki) to approve the bid of \$224,529 from JAS.

<b>RESULT:</b>	<b>APPROVED &amp; SENT TO COUNCIL</b>	<b>Next: 3/13/2018 7:00 PM</b>
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#### 6. Review and possible action on Steckling Building bids

Public Works Director/City Engineer Akey reported on the bids. Three bids were received.

The low bid (\$69,668) was from S D Ellenbecker Inc. Public Works Director/City Engineer Akey recommends approving this bid.

Motion (Meehean/Bloch) to approve the bid of \$69,668 from S D Ellenbecker Inc.

<b>RESULT:</b>	<b>APPROVED &amp; SENT TO COUNCIL</b>	<b>Next: 3/13/2018 7:00 PM</b>
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#### IV. Monthly Reports:

##### 1. Food Vendor Rep. Christensen (Vendor meeting minutes/notes will be provided by Food Vendor Rep. Christensen)

Food Vendor Rep. Christensen reported verbally. The last scheduled meeting (February) of the permanent vendors did not occur, due to lack of attendees.

At their January 25<sup>th</sup>, 2018 meeting, the permanent vendors were provided a copy of the monthly report from Festival Grounds Manager Bjorklund.

Rental invoices for the permanent stands are being mailed. All permanent vendors have been reminded to begin preparations for 2018 events.

Food Vendor Rep. Christensen stated that the permanent vendor group will not be providing meeting minutes to the Festival Grounds Committee.

Work continues on a document that will be provide contact information as well as other information related to the permanent stands.

## 2. Festival Grounds Manager Bjorklund

The monthly report was in the meeting packet.

Festival Grounds Manager Bjorklund has met recently with the “underwriter” for the tractor pull.

Work continues on installation of a freeway sign.

Discussions are being held with a marketing firm geared to small towns. A sponsor has agreed to pay the associated costs.

Festival Grounds Manager urged the committee to being thinking about camping sites. He also urged the committee to proceed with caution on the installation of a perimeter fence.

Two more weddings have been booked recently. Efforts are being made to book gun shows.

## V. Public Comment Period

Alderman Norton reported that a business is willing to donate some 55 gallon metal trash drums. If the committee wants to use them, all they need do is let Alderman Norton know how many are needed.

Options for garbage collection on the grounds were discussed. Alderman Russell suggested separate containers for garbage and recycling.

Representing the Merrill Riders Club, Jill Viergutz announced that the Merrill Riders Club has now decided that they want to schedule events at the grounds in 2018. She will contact Festival Grounds Manager Bjorklund on this.

## VI. Establish date, time and location of next meeting

Thursday, April 5<sup>th</sup>, 2018 at 6:00 P.M. in the Bierman Center.

## VII. Adjournment

Motion (Bialecki/Russell) to adjourn. Carried. Adjourned at 7:06 P.M.