



**CITY OF MERRILL**  
**FESTIVAL GROUNDS COMMITTEE**  
**MINUTES • THURSDAY JUNE 7, 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
Michael Caylor	Food Vendor Rep.	Present	
Rob Norton	Aldersperson - Seventh District	Present	
Tim Meehean	Aldersperson - Eighth District	Present	
John M. Van Lieshout	Aldersperson - Fifth District	Present	
Derek Woellner	Mayor	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, Diane Wais, Neil Christensen, Bill Bialecki, Kandy Peterson, Darryl Barker (arr. 6:18) 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 May 3, 2018 meeting

Motion (Bloch/Meehean) to approve.

<b>RESULT:</b>	<b>APPROVED</b>
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III. Agenda items for consideration:

1. Rodeo update

Rodeo Assn. Rep. Bloch reported that preparations are going well. All City departments involved have been “super” in helping with pre-rodeo duties. Verbal data on the number of entries was provided. The St. Francis food stand will not be open for the rodeo, but the St. John food stand will be open.

2. Tractor Pull update

City Administrator Johnson reported that the new bathrooms being constructed will be open in time for the tractor pull.

3. Fair update

Fair Assn. Rep. Becker reported that work continues on contracts and on advertising. He noted that all carnival rides will be state-inspected prior to the fair.

4. Calendar of Events/Feedback

The calendar was in the meeting packet.

Diane Wais reported that, as the result of a cancellation, two weekends in July are now open.

The Riders Club has already held one event at the grounds this year, with a favorable number in attendance.

The prom and the ACT testing at the Bierman Building both went well this year, and both will return in 2019.

Clerk's Note: At the July 12<sup>th</sup>, 2018 Festival Grounds Committee meeting, these minutes were amended to add language stating that information posted on Facebook was erroneous, and that the Merrill Area Public Schools (MAPS) had in fact paid the entire fee for Bierman Building rental for the prom. (BH 7/26/18).

An annual events schedule was distributed.

#### **5. Discussion on "stand retirement"**

Food Vendor Rep. Caylor had requested that this item be placed on the agenda. He has questions about policies and procedures that would be necessary if one of the permanent stands wanted to transfer their facility to another group.

It was noted that the buildings are owned by the groups, but the land that the buildings occupy is owned by the City. In case of a proposed transfer of a stand, Festival Grounds Committee approval would be required.

#### **IV. Monthly Reports:**

##### **1. Food Vendor Rep. Caylor**

The report was in the meeting packet.

Alderman Norton thanked Food Vendor Rep. Caylor for providing the Food Vendor group meeting minutes.

Food Vendor Rep. Caylor suggested that a discussion of recycling be an item on the July meeting agenda.

##### **2. Festival Grounds Manager Bjorklund**

The report was in the meeting packet.

Festival Grounds Manager Bjorklund reported that a Tractor Pull meeting was held on June 7<sup>th</sup>.

Work continues on a digital sign that will be installed on the freeway. It will help promote events on the grounds as well as other community events.

Installation/replacement of lighting on the grounds continues. Rodeo Association Rep. Bloch suggested that, sometime in the future, additional lighting be installed on the east end of the grounds.

Several event promoters have toured the grounds recently.

Darryl Barker asked whether it would possible to rent the bathrooms for a winter event. This will be discussed at a future meeting.

**V. Public Comment Period**

Bill Bialecki commented that at the time the City assumed ownership of the grounds (three years ago), it would have been difficult to imagine all that has been accomplished at the grounds since.

Neil Christensen speculated that it might be difficult to enforce “no smoking” on the grounds. In response, Alderman Meehean suggested that consideration of tobacco use on the grounds should be a future agenda item.

City Clerk Heideman remarked that at times, the committee “wanders” from the agenda and discusses issues that are not even on the agenda. He suggested that, to prevent this, potential agenda items should be submitted prior to the meetings so that they can be placed on the agenda.

Bill Bialecki disagreed with City Clerk Heideman. In his opinion, it is acceptable for a municipal governing body to “wander” from the agenda, as long as no action is taken on any non-agenda items discussed.

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

Thursday, July 12<sup>th</sup>, 2018 at 6:00 P.M. at the Bierman Building.

**VII. Adjournment**

Motion (Van Lieshout/Meehean) to adjourn. Carried. Adjourned at 6:50 P.M.