



CITY OF MERRILL

Parks & Recreation Dept. - Smith Center

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NOVEMBER MEETING NOTICE

The Merrill Parks and Recreation Commission will have a meeting on **Wednesday, November 14, 2018 at 4:15 p.m.**, at the **Merrill City Hall**.

Voting members of Commission: Kate Baker, Jean Ravn, Brian Artac, Kyle Gulke, Dave Sukow, Joan Tabor

The following items will be included on the agenda:

1. Approve minutes from previous meeting.
2. Approve claims.
3. Public Comment
4. Presentation on City Forest partnership and Timber Sales from Rich LaValley – WDNR
5. Update of 2019 Operating and Capital Budget
6. Updates on Stange and Athletic Park Projects
7. Monthly reports.
8. Set date for next meeting.
9. Public comment
10. Adjournment

Submitted by

Brian Artac

Brian Artac, Vice-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.

PARKS AND RECREATION COMMISSION

October 3, 2018

The Merrill Parks and Recreation Commission met on Wednesday, October 3, 2018 at 4:15 p.m. at the Merrill City Hall.

Members Present: Kyle Gulke, Mike Willman, Jean Ravn, Joan Tabor and Kate Baker

Members Excused Absent: Brian Artac, Dave Sukow

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: City Administrator Dave Johnson, Mayor Woellner, Tom Fox, Heather O'Neil, Abigail Hageneister MP3, Savannan Higgings MP3, Susan Williams, Paul Russell, Jeremy Radtloff, Deborah Tidwell

***Motion by Ravn, seconded by Baker to approve the minutes from the September meeting.

***Carried unanimously.

***Motion by Baker, seconded by Tabor, to approve the claims from September 2018

***Carried unanimously.

Public Comment: Heather O'Neil, W6725 Edward Drive, Merrill, WI. Heather stated that she is the biggest advocate for the skate park and has been researching the project for the past 3 years. O'Neil believes that the MARC would be the best location for the skate park considering that it is already shovel ready and when you have large events there is ample room for parking. O'Neil stated that her only goal is to build the best skate park for this community. O'Neil stated that she thought Streeter Square would not be the best option due to room restrictions. There would be no room to expand the park and also when you have skating events there would be no room for parking. The other problem is that the neighbors don't want it in their neighborhood.

Sue Williams, 201 N. Mill Street, Merrill, WI. Sue stated that her feeling on the skate park have not changed since the last meeting. She does not want the skate park at Streeter Square and feels the MARC would be a better location.

Tim Meeham, Council Member, email read by Wendorf. Meeham requested that the Park and Recreation Department should consider Stange Park for the new skate park location. It could go where the basketball courts are being built and the basketball courts could go somewhere else.

Paul Russell, 2404 Cotter Court, Merrill, WI. Russell can't believe that the park has not been relocated yet due to safety purposes for the kids. Russell would like to see the skate park at any location but where it is now. If it goes out to the MARC Russell believes that the kids would find a way there, they do for the Aquatic Center and also for softball and soccer. Russell stated that he supports the skate park at the MARC.

The next item on the agenda was to discuss Skate Park and potential action. Wendorf stated that someone from the community has contacted the commission members stating that she has some concerns as to where the skate park is going. Wendorf also received a request from Kate Baker for the skate park location to be put back on the agenda. Baker stated that she thought that there should be a public hearing concerning the location of the skate park. Baker feels that not everyone had a chance to share their concerns about the location of the skate park and would like to see a public hearing take place.

***Motion by Baker, seconded by Tabor to hold a public hearing on potential sites for Skate Park.

Gulke stated that in his opinion everyone had a chance to speak already and it would be nice to start on the next phase of the skate park. Tabor questioned what would need to be done for a public hearing. Wendorf stated that the meeting has to be held at 6:00 p.m. in the evening and has to be advertised at least 2 weeks in advance. Willman stated that he felt everyone has had more than one opportunity to speak at a meeting and doesn't feel that doing a public hearing is going to make a difference. Mayor Woellner stated that he was getting the impression that the skaters did not really care where the Skate Park went; they would just like to see one done.

Willman had Smith reread the motion by Baker in regards to having a public hearing on potential sites for Skate Park.

***Motion denied – Baker: yes, Gulke: abstains vote: Tabor, Ravn & Willman: no.

The next item on the agenda is monthly reports. Wendorf asked if anyone had any questions. Wendorf stated that as of October 1st all parks have been closed and he is happy that the guys will be starting on other projects. Wendorf stated that the Stange Park project is coming along nice and almost completed. Lights at Athletic will be going in shortly.

***Motion by Ravn, seconded by Tabor to approve the monthly board reports given by Wendorf.

***Carried unanimously.

The next regular meeting is scheduled for Wednesday, November 14, 2018 at 4:15 p.m. at the Merrill City Hall. Wendorf requested the second Wednesday in November verses the first.

Public comment: Heather O'Neil stated that the distance between the old Skate Park and the MARC is only 1.6 miles and feels that the kids would be able to get there. Mayor Woellner stated that as he heard at one meeting, "Let's make America Skate again."

***Motion by Tabor, seconded by Baker to adjourn at 5:15 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary

OCTOBER

95.5 WIFC	ADVERTISING BARLEYFEST	9/30/2018	35516-1	\$500.00	BARLEYFEST
AC & SONS PARTY RENTAL	CURTAINS	10/3/2018	620	\$1,800.00	BARLEYFEST
ACE HARDWARE	CHALK FOR ARENA	10/8/2018		\$31.53	55400-03-40000
AMERICAN WELDING	CYLINDER RENTAL	9/30/2018	646	\$96.58	55200-02-15000
ATCO INTERNATIONAL	CENTURION/POP UP SWIPES	10/1/2018	132383	\$388.50	55200-03-40000
ATCO INTERNATIONAL	ICE GO PELLETS	10/15/2018	132383	\$315.00	55200-03-40000
AUSTIN MOSHER	REF FLAG FOOTBALL	10/11/2018	VOUCHER	\$150.00	55300-03-41000
BAJA'S	BARLEYFEST SHIRTS	10/4/2018	17632	\$541.25	BARLEYFEST
BAUERNFEIND	COPY MACHINE	10/18/2018	73253	\$600.99	55300-03-41500
BAUERNFEIND	COPY MACHINE	10/11/2018	73672	\$284.00	55300-03-41500
BAUMGART WASTE REMOVEL	WASTE HAULING	10/1/2018		\$128.00	55400-02-23600
BURGOYNE'S TOILET RENTAL	TOILET RENTAL	10/1/2018	56978	\$2,520.00	55200-02-15000
CINTAS	MOPS/MATS	9/27/2018	4010254340	\$174.19	55400-02-23250
CINTAS	UNIFORMS JIM/JOE	9/27/2018	4010254456	\$64.70	55200-03-46000
CINTAS	MOPS/MATS	10/25/2018	4011403634	\$174.19	55400-02-23250
CINTAS	UNIFORMS JIM/JOE	10/4/2018	4010518819	\$64.70	55200-03-46000
CINTAS	UNIFORMS JIM/JOE	10/11/2018	4010801188	\$64.70	55200-03-46000
CODY DEPIES	REF FLAG FOOTBALL	10/11/2018	VOUCHER	\$225.00	55300-03-41000
COUNTY MATERIALS	SCREENED TOP SOIL	10/17/2018	3168318-00	\$969.00	LION PARK IMPROVEMENTS
DAN WENDORF	TABLECOVERS BARLEYFEST	10/4/2018	VOUCHER	\$22.16	BARLEYFEST
DAVE'S COUNTY MARKET	BARLEYFEST FOOD	10/4/2018		\$96.19	BARLEYFEST
DAVE'S COUNTY MARKET	ICE	9/22/2018		\$9.95	55300-03-41500
DAVE'S COUNTY MARKET	FOOD COLORAMA	9/22/2018		\$28.97	55300-03-41500
DAVE'S COUNTY MARKET	AMERIGAS TANK	9/23/2018		\$59.99	55300-03-41500
ENVIRONMENTAL CHEMICAL	ARENA FLOOR CARE	8/22/2018	E342K	\$200.10	55200-08-91000
GREEN MEADOW TURF	LIONS PARK	10/19/2018	18-10099	\$1,410.00	LION PARK IMPROVEMENTS
JIM YATES	BOOTS	9/30/2018	112-9330035-3353826	\$136.96	55200-03-46500
LEE RECREATION	NEW BASKETBALL POSTS/RIMS	9/25/2018	11821-18	\$4,530.00	STANGE PARK CAPITAL
LOGAN MOSHER	REF FLAG FOOTBALL	10/11/2018	VOUCHER	\$135.00	55300-03-41000
MENARDS	SPLASH RV MARINE			\$152.49	55200-08-91000

MERRILL ACE HARDWARE	ENTRY LEVER	10/8/2018		\$71.98	55200-03-40000
MERRILL ACE HARDWARE	PAINTBRUSH/PAINTING SUPPLIES	10/12/2018		\$28.90	55400-03-50000
MERRILL ACE HARDWARE	WASTEBSKET	10/6/2018		\$33.98	55200-03-40000
MERRILL ACE HARDWARE	TUBE VINYL	10/2/2018		\$5.88	55200-03-40000
MERRILL ACE HARDWARE	SINGLE CUT KEY	10/23/2018		\$3.98	55400-03-50000
MERRILL ACE HARDWARE	SINGLE CUT KEY	10/23/2018		\$1.99	55200-03-40000
MERRILL DISTRIBUTING	SOAP/URINAL BLOCKS	9/27/2018	1457537	\$360.75	55200-03-40000
MERRILL STREET DEPARTMENT	P-69	9/19/2018	14057	\$206.54	55200-03-50000
MERRILL STREET DEPARTMENT	P-3	9/12/2018	14047	\$94.54	55200-03-50000
MERRILL STREET DEPARTMENT	P-23	9/5/2018	14037	\$100.31	55200-03-50000
MERRILL STREET DEPARTMENT	P-0	9/12/2018	14048	\$20.25	55200-03-50000
MERRILL WATER UTILITY	OTT'S BATHROOM	8/30/2018	102-38040-13	\$30.90	55200-02-21000
MERRILL WATER UTILITY	OTT'S SHELTER	8/30/2018	102-38140-13	\$12.40	55200-02-21000
MERRILL WATER UTILITY	AQUATIC CENTER	11/10/2018	106-00944-00	\$311.81	55420-02-21000
MERRILL WATER UTILITY	MARC CONCESSION STAND	11/10/2018	106-00941-06	\$171.81	55200-02-21000
MERRILL WATER UTILITY	STANGE PAVILLION	10/10/2018	116-02640-13	\$91.68	55200-02-21000
MERRILL WATER UTILITY	STANGE KITCHENEETE	11/10/2018	112-01440-13	\$12.40	55200-02-21000
MERRILL WATER UTILITY	STANGE KITCHENEETE BATHROOM	11/10/2018	112-01540-13	\$60.11	55200-02-21000
MERRILL WATER UTILITY	ATHLETIC PARK	11/10/2018	222-26940-13	\$1,885.97	55200-02-21000
MERRILL WATER UTILITY	ATHLETIC PARK CONC. STAND	11/10/2018	222-27040-00	\$50.71	55200-02-21000
MERRILL WATER UTILITY	RIVERSIDE PARK BATHROOM	11/10/2018	330-51040-13	\$116.73	55200-02-21000
MERRILL WATER UTILITY	RIVERSIDE PARK SHELTER	11-10-188	330-51240-13	\$39.81	55200-02-21000
MERRILL WATER UTILITY	MARC	11/10/2018	350-31240-00	\$87.00	55400-02-21000
MERRILL WATER UTILITY	NORMAL PARK	11/10/2018	336-09740-00	\$366.18	55200-02-21000
NASSCO	ROLLMASTER TISSUE	10/8/2018	2384600	\$94.00	55200-03-40000
PAUL THEORIN	REF FLAG FOOTBALL	10/11/2018	VOUCHER	\$75.00	55300-03-41000
PREMIER PROMOTIONS	BANNERS/PLAQUES	10/9/2018	9991	\$749.70	BARLEYFEST
RIESTERER SCHNELL	NEW MOWER	10/19/2018	144400044	\$17,663.11	CAPITAL IMPROVEMENTS
RTL ELECTRIC	AQUATIC CENTER	10/23/2018	6122	\$160.17	55420-03-50000
ST. STEPHENS	SECURITY DEPOSIT	10/1/2018	VOUCHER	\$50.00	10-21-7200
SUNRISE BROADCASTING	ADVERTISING	10/1/2018		\$249.00	55400-03-41000

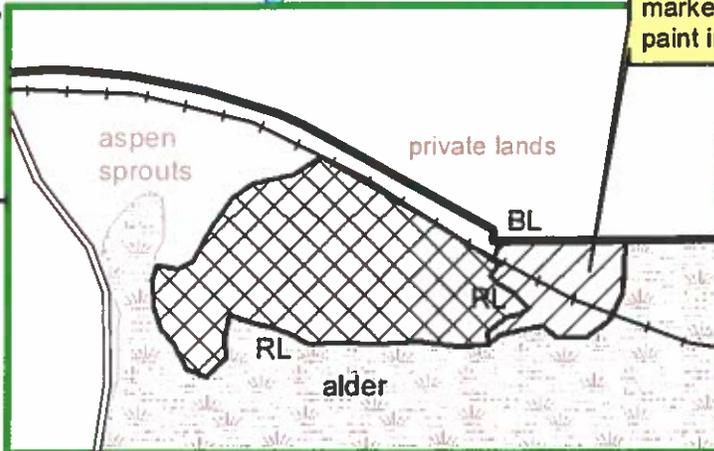
0 750 1,500 3,000 Feet

Merrill City Forest Prairie Dells Sale Sale Number 3504-001-2017

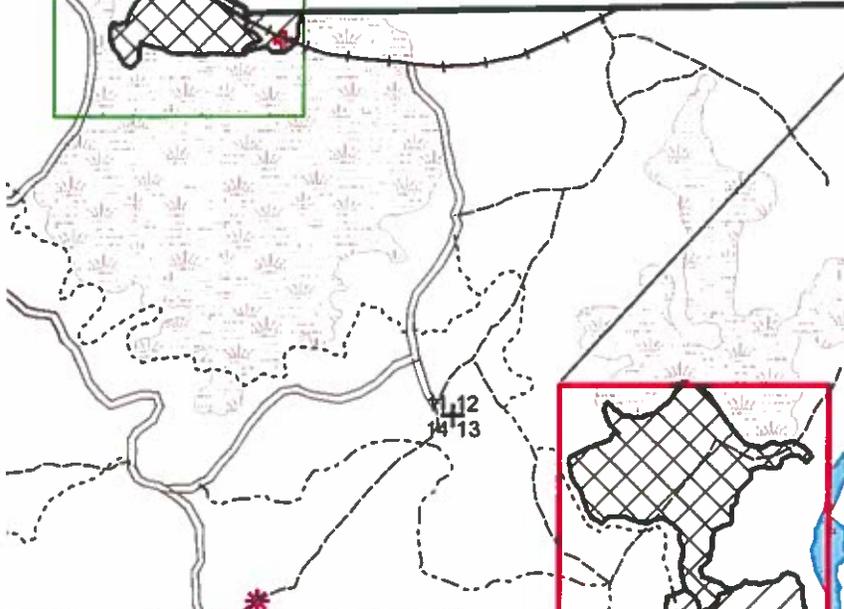
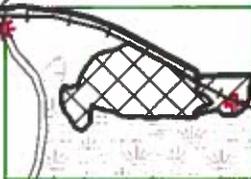
Only cut trees marked in orange paint in this area

HEINEMAN RD

02.01
11.12



See Reverse side for
volumes and map legend

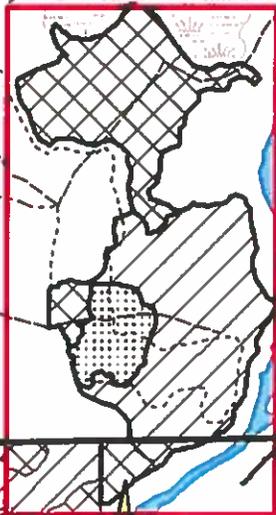


Prairie River

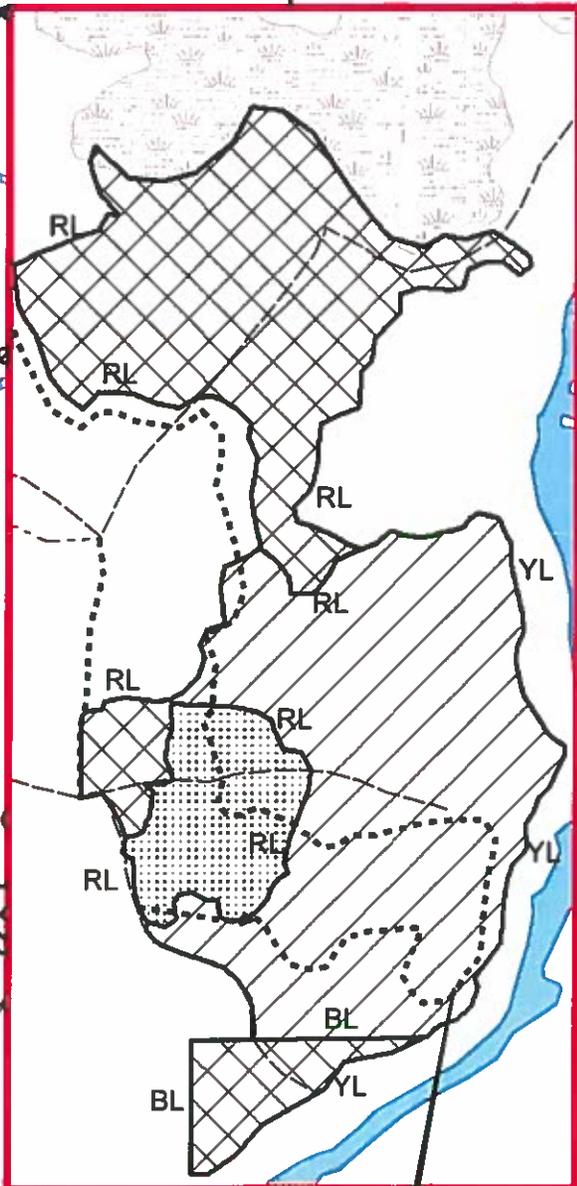
DR

Emil Wasniewski private harvest

Land Baron LLC private harvest



Lincoln County Forest
aspen regen block



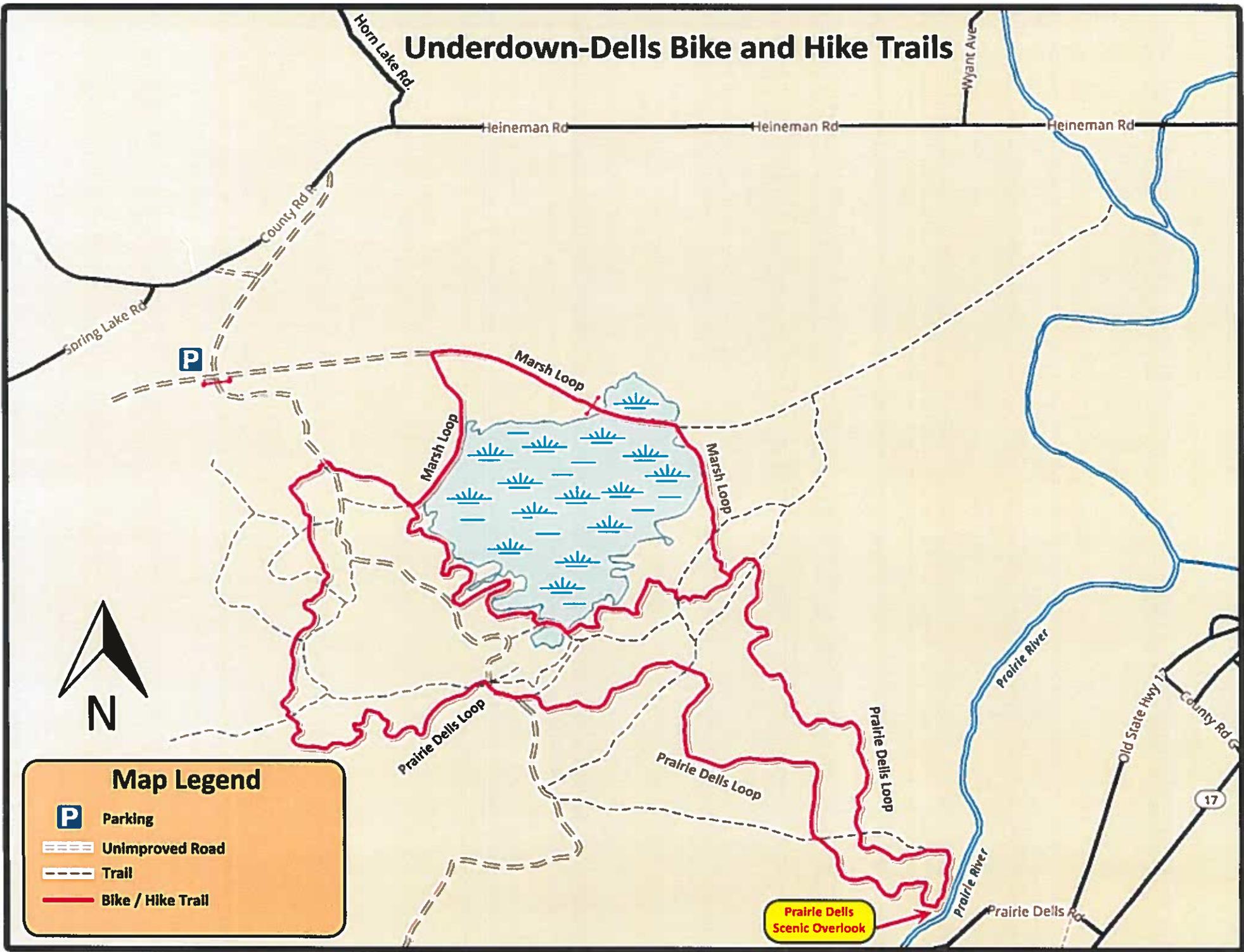
Mountain Bike Trail
No slash may be left on the trail

Note:
Private landowners would like to coordinate harvests with successful bidder of city sale. Maps, volume estimates and contact information available at DNR office.

14.13
23.24

29.19

Underdown-Dells Bike and Hike Trails



Map Legend

- Parking
- Unimproved Road
- Trail
- Bike / Hike Trail







November 2018 Parks & Recreation Director's Report

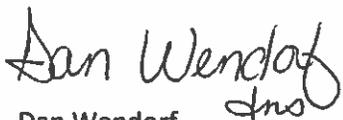
Parks: November is here and we finally were able to finish winterizing all of our facilities after end of fall sporting events wrapped up. The crew has been starting to spend some time putting warm weather things away and getting winter gear and equipment ready to go in the event we need it sooner or later. At least we will be prepared for anything from this point on. We have been continuing to mulch/mow the turf areas throughout the parks as the leaves continue to fall from all of the park trees. The Stange Park project is still moving along and finally gaining some traction, since the weather has allowed a little more progress and decreased the amount of rain days. American Asphalt paved the first layer on 10/24 and allowed it to sit for a week then came back to lay the final layer on the week of 10/29 on both the parking lot and the basketball court. While we had the old court removed, we installed new hoops (the old ones were starting to wear down), and ran conduit from the new shelter to the lights. By running conduit from the new building to the new court we were able to save another service charge from WPS because the courts were actually fed by a separate service that we had to pay separately for. Now we can control everything from the new building. We installed new LED lights over the court on the existing poles. We also used the trencher that the Street Department had rented for some of their projects to run the conduit to the courts, as well as run conduit along the path to the 2-Arch Bridge for lighting up the middle of the park for safety. We are waiting for the ground to firm up at Stange to replace the bridge closest to the 3 Arch bridge. That might end up happening when we the ground freezes so that we don't bury any equipment on that peninsula. Also on 10/21 a group of volunteers from the Baseball Association helped install sod on the infield and surrounding areas on Diamond 1 at Lions Park to create a grass infield. The topsoil needed was part of a grant from County Concrete and it will be a welcomed addition to Lions Park to have one field to transition from Little League to the next level with grass on the infield. Our River Rat Statue is almost complete and I cannot thank Harry Wallace enough for his amazing work, he is truly a talented man and we are fortunate that he has blessed our community by sharing his talents in woodworking for this statue. I am still trying to work with two local businesses to create a permanent enclosure for the statue so that we don't have to ever try and re-create this masterpiece again. The Athletic Park re-lighting project has gotten underway with the removal of the existing lights and poles that are not connected to our netting system on the week of 10/22. During the week of 10/29, Van Ert returned to begin trenching the new wiring into the sites of the new poles. It is looking like the new lights and poles are going to be delivered the week of November 5th (I am writing this report early and I will update during my board report at the meeting). Once on site, the new light posts will be positioned and placed in sections and have to be placed 16 feet deep so we have made provisions to adjust if/when we hit water. We are going to be able to go from 8 poles down to a 6 pole set up and still have a significant increase in lighting from previously, as well as an energy savings with the LED system. We had our all day budget meeting on 10/19 and it went well. It was positive discussion and our department's budget remained intact operationally. The capital is still being worked on and I will have an update and final result for you at the meeting – as the final budget hearing is the evening before the Commission Meeting.

Forestry: After some construction & rain/weather delays, I was able to get all of the 2018 trees marked and coded for planting on 10/26. Planting was able to begin on 10/29 and will be finished easily by the time you see this report. We planted 145 trees this fall, including trees on both sides of Hwy 64 by McDonalds and Park City Credit Unions new facility, to beautify the main entrance to our City. We were also able to replant trees at the Festival Grounds along 6th Street to replace all of the trees that were removed for road construction. All of the new trees there will be deciduous and we have a great variety of species that will provide beautiful spring flowers, as well as fall colors in all locations. We are also planting a long row of trees for screen plantings between the new apartments and the soccer fields at the MARC to provide some beauty and separation. Some other locations include Stange Park, Streeter Square, and various street boulevard locations as well. I always look forward to setting up planting and planting plans and always look forward to seeing them grow and beautify our community. I am also continuing to catch up on tree inspections and am in a good position to have that wrapped up very soon as well.

Recreation: Fall recreation programs have wrapped up and it was another successful season. We are already moving onto the winter season with Little Dribblers youth basketball registrations that begin in January. We are also intending to utilize the ice in the Smith Center more this year as time allows, to promote more skating recreation community wide. As always this time of year we are also evaluating the past years programs to make adjustments where they are needed and improve what needs to be improved. It is always important to evaluate everything we do to ensure we are meeting our goals and objectives for all of our programs and also to ensure our programs are meeting the needs of the community (within the confines of our budget and staffing of course).

Smith Center: We hosted our 11th Annual Lincoln Lager Barleyfest on October 6th and it was another successful event for us. Our attendance was down slightly but it was still a very solid turnout with people from all over the State of Wisconsin and beyond. Literally the same night right after Barleyfest, we began getting the arena ready to turn the floor on and start making ice. We had to be ready a little earlier this year and allow more time in our process because we had to utilize someone else to paint our center ice. We were able to finish everything on time, have center ice painted, and build enough ice to be open for skating on the week of 10/22. I would like to thank all of our staff members for going the extra mile again this year to get the ice ready. We are known for having some of the best ice in the state and it is because of our hard working and knowledgeable staff members. We have a few weeks under our belt now and things have been running pretty good for the most part. We have also added a few new things this year to promote skating in our facility, including partnering with willing grade schools to promote reading in exchange for the potential for a class trip to skate in the Smith Center. The schools have been very receptive to this idea and we are going to try it this season. We are happy to utilize our facility and what we have to offer to get our youth excited to read . . . and skate! It is also a great way to get new people into the arena and active during the winter months.

Respectfully Submitted,



Dan Wendorf
Parks & Recreation Director
City of Merrill