



CITY OF MERRILL
FESTIVAL GROUNDS COMMITTEE
MINUTES • THURSDAY DECEMBER 6, 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	Excused	
Bryan Bloch	Rodeo Assn. Rep.	Present	
Brad Becker	Fair Assn. Rep.	Present	

Also in attendance: City Administrator Dave Johnson, City Attorney Tom Hayden, Street Commissioner Ron Liberty, Alderman Paul Russell (arr. 6:21), Diane Wais, Dick Stoeckmann, Darryl Barker, Dennis Knott, Judeen Knott, John Rathke, Kandy Peterson, Bill Bialecki, Kathy Liberty and City Clerk Bill Heideman. A student was present to tape the meeting for Merrill Productions.

II. Minutes of previous meeting(s):

1. Minutes of October 4, 2018 meeting

Motion (Meehean/Van Lieshout) to approve.

RESULT: APPROVED

III. Agenda items for consideration:

1. Food Vendor Contract Review/Changes:

A copy of the proposed contract was in the meeting packet.

City Administrator Johnson is proposing that the water shut-off date for the stands be changed from October 31st to approximately October 1st.

Judeen Knott suggested that \$25 is not a sufficient fee to charge the “temporary” vendors. She was told that this issue is being addressed.

Fencing of the grounds was then discussed. No definite time for installing fencing has been set, but it will not happen in 2019.

Motion (Meehean/Caylor) to approve the contract, with the following inclusions. The water turn-on date will occur in time for the first event of the year involving the permanent stands. The water shut-off date will be October 1st. All permanent vendors will be notified prior to the water shut-off.

RESULT: APPROVED

2. Calendar of Events:

2018 Year in Review/Comparison with 2017

There were 16 events at the grounds in 2017. In 2018, 36 events.

Alderman Norton thanked everyone who was involved in bringing events to the Festival Grounds.

New - Web Page, Bar and Blinds

The Bierman Building now has a new bar and new blinds. Improvements have been made to the "Festival Grounds" section of the City webpage.

IV. Monthly Reports:

1. Festival Grounds Manager Bjorklund

The report was in the meeting packet.

2. Food Vendor Rep. Caylor

The food vendor committee did not meet in the last month. Therefore, there was nothing to report.

V. Public Comment Period

Fair Association Rep. Becker reported that, although the fair did better financially in 2018 than in 2017, the fair is still losing money. Changes will have to be made to reverse this trend. He added that the state fair convention will be in January. More information on the fair will be presented at the February and/or March meetings.

Food Vendor Rep. Caylor reported that, in early 2019, he will be submitting a Fourth of July celebration proposal to the committee.

VI. Establish date, time & location of next meeting

Any January meeting will be at the call of the chairperson. The February meeting was set for Thursday, February 7th, 2019 at 6:00 P.M. It will be held at the Bierman Building.

VII. Adjournment

Motion (Norton/Van Lieshout) to adjourn. Carried. Adjourned at 6:28 P.M.