

# CITY OF MERRILL

Parks & Recreation Dept. - Smith Center

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## OCTOBER MEETING NOTICE

The Merrill Parks and Recreation Commission will have a meeting on **Wednesday, October 2, 2019 at 4:15 p.m.**, at the **Merrill City Hall**.

Voting members of Commission: Kate Baker, Jean Ravn, Brian Artac, Kyle Gulke, Joan Tabor and Dan Novitch

The following items will be included on the agenda:

1. Approve minutes from previous meeting.
2. Approve claims.
3. Public Comment
4. Monthly reports.
5. Set date for next meeting.
6. Public comment
7. Adjournment

Submitted by

*Dan Novitch*  
Dan Novitch, 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

September 4, 2019

The Merrill Parks and Recreation Commission met on Wednesday, September 4, 2019 at 4:15 p.m. at the Merrill City Hall.

Members Present: Kyle Gulke, Brian Artac, Kate Baker, Joan Tabor and Dan Novitch (came in late).

Members Excused Absent: Jean Ravn

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: City Administrator Dave Johnson, Mayor Derek Woellner, Hunter Lane from MP3:

\*\*\*Motion by Artac, seconded by Baker to approve the minutes from the August meeting.

\*\*\*Carried unanimously.

\*\*\*Motion by Tabor, seconded by Artac, to approve the claims from August.

Novitch questioned the bill from Peterson Sand and Gravel. Wendorf stated they dumped some old concrete there for them to reuse.

\*\*\*Carried unanimously.

The next item on the agenda was to review/approve 2020 fees. Wendorf stated that program fees have not been raised in the past 4 years so he proposed some new fees for some programs; Little Dribblers Basketball would go from \$15 to \$20 with a \$30 late fee, open skate would go from \$3.00 to \$4.00, ice skating pass will go from \$70.00 to \$75.00 resident and \$85.00 non resident, summer playground will go from \$325 resident/\$375 non resident to \$330 resident/\$380 non resident, monthly summer playground fees will go: June \$97.50 res/\$112.50 non res to \$105 res/\$115 non res, July \$162.50 res/\$187.50 non res to \$165 res/\$190 non res, August \$97.50 res/\$112.50 non res to \$105 res/\$115 non res, Athletic field rental will go from \$25 to \$30, Athletic adult league Play will go from \$10 to \$11, Athletic youth league play will go from \$5 to \$6, Smith Center Rental proposed to eliminate the half the arena rental and have one price set at \$350 for full arena rental, ice rental for out of town would be go from \$94 to \$100 and in town rental go from \$74 to \$76, and Shake your sillies out from \$6.00 to \$10.00.

\*\*\*Baker made a motion, seconded by Artac, to approve 2020 program fees.

\*\*\*Carried unanimously.

The next item on the agenda was to review/approve 2020 Operational Budget. Wendorf stated that there is a 0% increase, so no changes.

\*\*\*Tabor made a motion, seconded by Artac, to approve the 2020 Operational Budget.

\*\*\*Carried unanimously.

The next item on the agenda was monthly reports. Wendorf asked if anyone had any questions. No questions.

**\*\*\*Motion by Artac, seconded by Baker to approve the monthly board report given by Wendorf.**

**\*\*\*Carried unanimously.**

**The next regular meeting is scheduled for Wednesday, October 2, 2019 at 4:15 p.m. at the Merrill City Hall.**

**\*\*\*Motion by Baker, seconded by Artac to adjourn at 5:00 p.m.**

**\*\*\*Carried unanimously.**

**Dawn Smith  
Recording Secretary**

AUGUST

ACE HARDWARE	FABRIC WEEDBLOCK	8/22/2019		\$21.99	55200-03-40000
ACE HARDWARE	FASTENERS	8/28/2019		\$10.49	55200-03-50000
ACE HARDWARE	FASTENERS	9/10/2019		\$34.47	55400-03-50000
ACE HARDWARE	COBBERT DUSTER	9/18/2019		\$11.79	55400-03-50000
AMAZON	CONTAINERS FOR COLORAMA	9/12/2019		\$32.19	55300-03-41500
AMERICAN WELDING	POOL CHEMICALS	8/31/2019	6572169	\$51.81	55200-02-15000
AMERICAN WELDING	POOL CHEMICALS	8/31/2019	53403	\$1,096.12	55420-03-50000
ASHLEY LIEDTKE	SECURITY DEPOSIT	9/10/2019	VOUCHER	\$50.00	10-21-7200
ATCO INTERNATIONAL	POPUP SWIPES	8/30/2019	10535548	\$125.05	55400-03-50000
BAJA'S	FLAG FOOTBALL SHIRTS	8/28/2019	17802	\$808.50	55300-03-41500
BARB TORGERSON	SECURITY DEPOSIT	9/23/2019	VOUCHER	\$100.00	10-21-7200
BAUMGART WASTE REMOVAL	WASTE HAULING	9/1/2019		\$296.00	55400-02-23600
BREW CADDY	BREW CADDY RINGS	9/15/2019	275	\$450.00	BARLEYFEST
CHRIST UNITED METHODIST CHURCH	SECURITY DEPOSIT	9/12/2019	VOUCHER	\$50.00	10-21-7200
CHURCH MUTUALDESIRAI THOMASHEFSKY	SECURITY DEPOSIT	9/3/2019	VOUCHER	\$50.00	10-21-7200
CINTAS	UNIFORMS JIM JOE	8/29/2019	4029074922	\$71.18	55200-03-46000
CINTAS	UNIFORMS JIM JOE	8/22/2019	4028498909	\$71.18	55200-03-46000
CINTAS	MOP/MATS	8/29/2019	4029074677	\$189.90	55400-02-23250
CINTAS	UNIFORMS JIM JOE	9/5/2019	4029464566	\$71.18	55200-03-46000
CINTAS	UNIFORMS JIM JOE	9/12/2019	4030085311	\$71.18	55200-03-46000
CITY DIRECTORY, ICE	BANNER/ADVERTISING	9/3/2019	192967	\$392.00	55400-03-41000
CUB SCOUT PACK 502	SECURITY DEPOSIT	9/6/2019	VOUCHER	\$50.00	10-21-7200
DAVID REIST	SECURITY DEPOSIT	8/27/2019	VOUCHER	\$50.00	0 10-21-7200
EASTBAY	PENALTY FLAGS	9/4/2019	57660281	\$48.00	55300-03-41500
GLEASON MEMMONITE CHURCH	SECURITY DEPOSIT	9/23/2019	VOUCHER	\$50.00	10-21-7200
HARDGRAVE APPLIANCE CENTER	BEER KEG	9/12/2019	16833	\$300.00	BARLEYFEST
HAVEN	SECURITY DEPOSIT	9/16/2019	VOUCHER	\$50.00	10-21-7200
HEARTLAND COOPERATIVE	CONERSTONE 2.5 GAL	8/22/2019	297434	\$83.98	55200-03-40000
JAMIE BUSHAR	SECURITY DEPOSIT	9/3/2019	VOUCHER	\$50.00	10-21-7200

JENSSEN HEATING & COOLING	RV FRESH WATER PUMP	8/20/2019		\$115.00	55200-03-50000
JESSICA BAGUHN	SECURITY DEPOSIT	9/19/2019	VOUCHER	\$50.00	10-21-7200
JOY ANNIS	SECURITY DEPOSIT	9/16/2019	VOUCHER	\$50.00	10-21-7200
MARIE REIN	SECURITY DEPOSIT	9/16/2019	VOUCHER	\$50.00	10-21-7200
MECHAINICAL	DEHUMIDIFIER	9/17/2019	54594	\$52,900.00	CAPITAL - DEHUMIDIFIER
MERRILL DISTRIBUTING	1498857	9/9/2019	1498857	\$127.80	
MERRILL HOUSE OF MUSIC	ADDED PLUG INTO MAIN SERVER FOR MUS	9/9/2019	135724999	\$207.00	55200-02-15000
MERRILL STREET DEPARTMENT	P-8	8/15/2019	16373	\$785.67	55200-03-50000
MERRILL STREET DEPARTMENT	P-7	8/15/2019	16377	\$105.55	55200-03-50000
MERRILL STREET DEPARTMENT	P-6	8/6/2019	16363	\$224.30	55200-03-50000
MERRILL STREET DEPARTMENT	P-24	8/19/2019	16382	\$117.35	55200-03-50000
MERRILL STREET DEPARTMENT	P-23	8/14/2019	16376	\$718.71	55200-03-50000
MERRILL STREET DEPARTMENT	P-18	8/14/2019	16372	\$199.89	55200-03-50000
MERRILL STREET DEPARTMENT	P-18	8/14/2019	16369	\$51.33	55200-03-50000
MERRILL STREET DEPARTMENT	P-13	8/20/2019	16385	\$65.16	55200-03-50000
MERRILL WATER UTILITY	STANGES PAVILION	10/10/2019	116-02640-13	\$291.44	55200-02-21000
MERRILL WATER UTILITY	LIONS PARK	10/10/2019	116-02440-00	\$363.75	55200-02-21000
MERRILL WATER UTILITY	STANGE'S KITCHENETTE BATHROOM	10/10/2019	112-01540-13	\$174.65	55200-02-21000
MERRILL WATER UTILITY	STANGE'S KITCHENETTE	10/10/2019	112-01440-13	\$37.51	55200-02-21000
MERRILL WATER UTILITY	AQUATIC CENTER	10/10/2019	106-00944-00	\$2,816.74	55420-02-21000
MERRILL WATER UTILITY	MARC	10/10/2019	106-00940-00	\$453.07	55400-02-21000
MERRILL WATER UTILITY	SOCCER BUILDING	10/10/2019	106-00943-00	\$155.51	55200-02-21000
MERRILL WATER UTILITY	MARC CONCESSION STAND	10/10/2019	106-00941-06	\$433.93	55200-02-21000
MERRILL WATER UTILITY	OTT'S PARK SHELTER	10/10/2019	102-38140-13	\$37.51	55200-02-21000
MERRILL WATER UTILITY	OTT'S PARK BATHROOM	10/10/2019	102-38040-13	\$106.19	55200-02-21000
MERRILL DISTRIBUTING	GLOVES, URINAL BLOCKS	9/30/2126	1499421	\$149.50	55200-03-40000
MID WISCONSIN PEPSI	RETURN SODA	9/9/2019		\$312.01	BIERMAN AQUATIC CENTER
NASSCO	NIFTYNABBERS	8/24/2019	2515350	\$39.63	55200-03-40000
NASSCO	NIFTY NABBER	9/9/2019	51178	\$118.89	55200-03-40000
NASSCO	NIFTY NABBER	9/3/2019		\$39.63	55200-03-40000

NORTHWOODS92.5	ADVERTISING	8/31/2019		\$150.00	55400-03-41000
PLAYWELL USA	SECURITY DEPOSIT	9/19/2019	VOUCHER	\$50.00	10-21-7200
R.T.L. ELECTRIC	NORMAL PARK	9/10/2019	63197	\$90.00	55200-02-15000
R.T.L. ELECTRIC	MARC CENTER	9/18/2019	63219	\$176.85	CAPITAL - DEHUMIDIFIER
RICH FLATAU	SECURITY DEPOSIT	9/23/2019	VOUCHER	\$100.00	10-21-7200
RJTHOMAS MFG. CO	GRILLS FOR PARKS	9/17/2019	215517	\$417.00	PARK ENDOWMENT
ROBIN DICK	SECURITY DEPOSIT	9/16/2019	VOUCHER	\$50.00	10-21-7200
ROXY JOHNSON	SECURITY DEPOSIT	9/4/2019	VOUCHER	\$50.00	10-21-7200
RYAN FLATAU	SECURITY DEPOSIT	9/23/2019	VOUCHER	\$50.00	10-21-7200
S & S	SECURITY DEPOSIT	9/6/2019	VOUCHER	\$50.00	10-21-7200
SALOONS AND SPOONS	ADVERTISING	9/11/2019		\$275.00	BARLEYFEST
SERVICE MOTOR COMPANY	PARTS	8/31/2019		\$99.42	55200-03-50000
SILVER CREEK SERVICES LLC	PORTABLE TOILET RENTAL	8/27/2019	167239	\$250.00	55200-02-15000
SKATE CITY	NO SCHOOL FUN DAY	8/24/2019		\$50.00	55300-03-41500
ST. JOHN	SECURITY DEPOSIT	9/10/2019	VOUCHER	\$50.00	10-21-7200
SUNRISE BROADCASTING	ADVERTISING	9/3/2019		\$249.00	55400-03-41000
SWIDERSKI	SHOP PARTS	9/30/2019	11056	\$383.61	55200-03-50000
TERESA SCHMIDT	SECURITY DEPOSIT	9/4/2019	VOUCHER	\$50.00	10-21-7200
TONYA HANRAHAN	SECURITY DEPOSIT	9/4/2019	VOUCHER	\$50.00	10-21-7200
TORTOISE & HARE	TIMING SERVICE	7/27/2019		\$2,285.00	BLACK SQUIRREL
TRAVIS HUSE	SECURITY DEPOSIT	9/23/2019	VOUCHER	\$50.00	10-21-7200
UNITED WAY	SECURITY DEPOSIT	9/19/2019	VOUCHER	\$25.00	10-21-7200
VICTORY JANITORIAL	BELT	9/9/2019	109001	\$11.10	55400-03-50000
VICTORY JANITORIAL	BRUSH	9/16/2019	109137	\$41.20	55400-03-50000
VIP OFFICE PRODUCTS	USB2P	8/27/2019	0106694-001	\$32.44	55400-03-40000
WISCO SECURITY AGENCY	LABOR DAY	9/3/2019	190905	\$840.00	LABOR DAY
WPS	MARC	10/10/2019	0405061701-00011	\$127.88	55200-02-22000
WPS	MARC	10/10/2019	0405061701-00018	\$60.80	55200-02-22000
WPS	SMITH CENTER	10/10/2019	0405061701-00003	\$1,715.83	55200-02-21000



# Premature acorn drop due to pip galls

Posted on **September 5, 2019**

By Linda Williams, forest health specialist, Woodruff,  
Linda.Williams@wisconsin.gov, 920-360-0665

Acorns are dropping, but do you know why? If you take a closer look at the acorns on the ground, you might notice they look a little odd.



Pip galls appear to be inserted between the acorn and the cap.

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**Care for your woods**

When you examine these prematurely dropped acorns, you may see what looks like a fleshy protrusion inserted between the acorn and the cap. These protrusions, known as acorn pip galls, are caused by the gall wasp *Callirhytis operator*. Inside each gall is a gall wasp larva. The galls will sometimes drop off the acorn to the ground and be mistaken for seeds, or they may remain attached as the acorn drops to the ground.



Pip galls that have dropped to the ground might be mistaken for seeds of another plant.

Many gall wasps have complex life cycles, and the acorn pip gall is no exception. This species has alternating generations, one of which is asexual and the other sexual. The asexual generation, or the “spring form,” develops on the oak catkins, while the sexual, or “fall,” form develops on oak acorns.

The presence of these galls does indicate that the acorns are non-viable, leading them to drop prematurely from the trees.

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After galls separate from the acorn, they leave a large divot which can make the seed non-viable.

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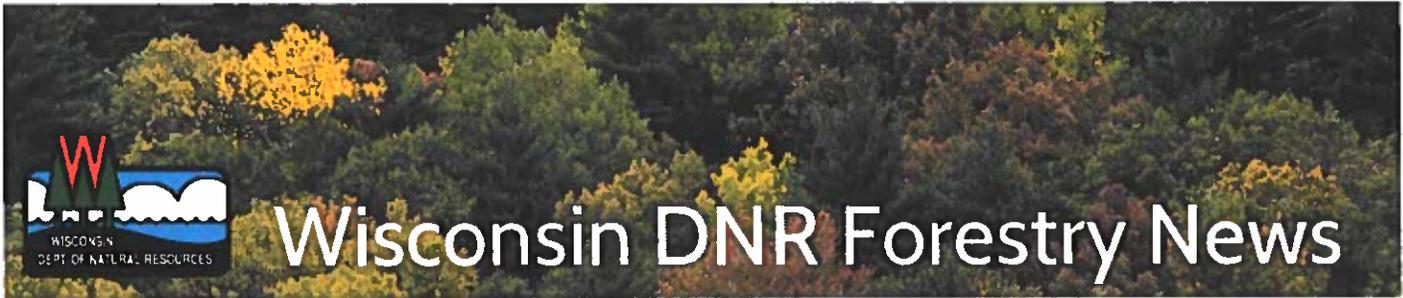
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## Native vine thrives with wet Wisconsin summer

Posted on September 5, 2019

Have you noticed a fast-growing vine with fragrant flowers on your trees and shrubs this summer? The plant began to flower a few weeks ago, drawing attention and concern from residents around the state.



Wild cucumber blooms in mid- to late summer with yellowish-white fragrant flowers. Credit: Susan Mahr.

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**Care for your woods**

Wild cucumber, or *Echinocystis lobata*, is a fast-growing annual species that reproduces from seed each year. It can quickly grow up to 30 feet long and produces tendrils that wrap around other plants and structures for support. It is a native but aggressive plant that grows extremely well during wet summers like the one we've had this year.

The seed pods produced by this plant are covered with long, soft spines and are hollow. Eventually the exterior tissues of the fruit disintegrate, leaving behind a structure that looks like a sponge. Please note that while wild cucumber may appear similar to a garden cucumber, it is **not** an edible plant and can even cause burning reactions in some people.



Wild cucumber fruits are small, green and covered with soft spines. Credit: Susan Mahr.

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This plant does not cause direct damage to trees or shrubs but it can cover leaf surfaces, leading to reduced photosynthesis and growth. This is primarily a concern in landscape settings, where an individual plant might be overtaken by the vine. In a natural forest setting, this plant does not pose a significant threat to forest health or function.



This vining plant can be damaging to individual trees and shrubs but poses little concern in forest settings.

Credit: Susan Mahr.

Anyone concerned about wild cucumber impacting yard trees and shrubs can take simple measures to remove it. As a weak-

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rooted plant, it is easy to pull away from affected vegetation. It can also be cut away near the base. Chemical control is not necessary but if you decide to use an herbicide, follow the product label carefully and always use protective equipment. Take care to avoid spraying the tree or shrub that the cucumber is using for support.

Remove wild cucumber now before it sets fruit. Once mature, the fruits will burst at the bottom to expel four black or brown seeds that germinate after the last frost.

For more information and photos of this species, read [this article](#) from Susan Mahr with the UW-Madison Master Gardener Program.

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### October 2019 Parks & Recreation Director's Report

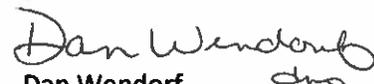
**Parks:** We are wrapping up another successful park season. As of October 1<sup>st</sup>, our park restrooms and shelters are closed to the public. This is done to give our small crew enough time to go through and clean things thoroughly and winterize all of the plumbed areas in preparation for the upcoming winter season. Our green spaces and playgrounds are still open for public usage. The one exception to this will be the Agra Pavilion this year as we are going to rent that space out year round. We do have a good number of reservations at the Agra Pavilion in the coming months which is great to see. The crew still has to keep up with mowing and mulching until leaves are off and the grass stops growing, but it helps them out tremendously when they don't have to open and clean restrooms and shelters every single day. We also try to take some time this time of year to get some preventative maintenance tasks done on our athletic fields, including aerating, fertilizing, and topdressing if time allows. We will also start bringing in picnic tables to be fixed in the wintertime and stack others in areas where they will be out of the elements. The weather has played a major role in many of our projects over the past few weeks but we have been able to chip away at our list of things. Thanks to the Street Department, the road into Riverside Park has been fixed to allow for better drainage and flow. We have had issues there for many years with the shoulders/ditch areas being undermined by hard running water. They installed a catch basin and added another culvert under the road to allow the water to run under the road to the ditch on the far side where it can disperse without taking the road with it. The play surface at the new Optimist Playground at Normal Park is being installed as I type this and should be finished by the time we meet. We have started budget meetings already and have a number of them coming up throughout the rest of October and into early November. I will keep everyone updated at our November meeting as to how things have progressed. There is definitely a philosophical divide that exists as it relates to our City Budget. Our department simply cannot withstand a cut of any sort without impacting some of the services we provide. We have two full time park maintenance employees to cover almost 1200 acres. We have had quite a few things added over the past few years as well (River Bend Trail/Agra Pavilion, Aquatic Center, Banker's Square, etc.) and our staffing has remained the same. We are ready for concrete for the River Rat pad and will pour it at the same time as we pour the Smith Center exterior concrete. Once we get the pad poured and it is cured, we will erect the new River Rat Statue.

**Forestry:** I have been keeping up with inspections and have been working on the fall pruning/removal schedule for the Street Department. I have also begun working on our fall tree planting plan. We are fortunate to have a great crew; they do a phenomenal job planting trees. This year we are planning on planting over 75 trees on boulevards and in the parks. The wet weather is good for some facets of tree health but can be detrimental to others. It is good to have moisture this time of year for nutrient uptake, but too much can also greatly decrease oxygen content in the soil. Too much saturation in the soils can also create some root instability which is why we occasionally see blow overs. Hopefully our weather can average out over the next few weeks so the ground dries out a bit before winter.

**Recreation:** Our fall recreation programs are off to a great start. We had very good numbers for our Flag Football programs at both age levels and were able to schedule both leagues on the same nights of the week to make it easier on our staffing and on the families. We did have to cancel a few games already due to inclement weather and lightning so hopefully that levels out and we can finish things up without any issues. Our annual Colorama Bike Ride was held on September 28<sup>th</sup> at Kitchenette Park. We have had good and steady numbers for many years and it is a great event for this time of year. We offer 10, 30, and 50 mile bike rides and it gives people an opportunity to exercise and take in our fall beauty in our area. We have another bus trip upcoming on November 13<sup>th</sup> to the Clauson Family Music Show in Coloma, WI. The first Clauson trip we took earlier in the year was very well attended and this one is looking that way as well. Our winter recreation programs are already distributed and being promoted so we are ready for the next season. As always we are hoping to finish this season strong and preparing for a fantastic winter season of recreation!

**Smith Center:** We have been busy getting things ready inside and outside of the arena for the upcoming winter/ice season. We cut a section of the interior floor out near the north overhead door, along with the concrete and asphalt outside of that same door and service door right next to it due to water issues. With no rain gutters on the building and the landscape sloping back towards the building there, we were having water pool near the service door that was seeping underneath the building causing some heaving. We removed all of the wet/old fill inside and out and replaced with new and have already re-poured the interior portion. The exterior portion will hopefully be poured by the time you get this or shortly thereafter. We are going to pour the entire apron outside as one and add a flare out to the northwest to allow water to get to the curb/gutter area. We are also going to re-slope that area to allow proper water flow away from the building, and have rain gutters installed. These actions (especially gutters) should reduce our issues tremendously and get water to go where it should. I also met with a long time ice arena guy from R&R Specialties out of Somerset, WI to look at our dasher boards, seals, and board doors. He was thoroughly impressed that our boards are 25 years old and he said they were the nicest 25 year old boards he has ever seen (he has been with the company over 30 years). He also said we have one of the nicest arenas he has seen as well. He had some great suggestions to help with board maintenance that we will incorporate into what we do before we install ice this year that will help with functionality. Dehumidifier project has been finished and our two new ones are operational and ready for the new season. We will turn the floor on the week of October 14<sup>th</sup> to begin making ice with a target of end of October for finished ice. We have a 5<sup>th</sup> Quarter for middle schoolers on September 27<sup>th</sup>, Tots Need Toys event on September 28<sup>th</sup>, and our 12<sup>th</sup> Annual Lincoln Lager Barleyfest on October 5<sup>th</sup> inside the arena before we can begin getting things ready for ice. So a very busy time in the arena, but exciting as always!!!

Respectfully Submitted,

  
Dan Wendorf *dwo*  
Parks & Recreation Director  
City of Merrill