



CITY OF MERRILL

Parks & Recreation Dept. - Smith Center

1100 Marc Drive - Merrill, WI 54452

Rec. Dept. Telephone (715)536-7313 * Smith Center (715)536-6187

Fax (715)539-2790

NOVEMBER MEETING NOTICE

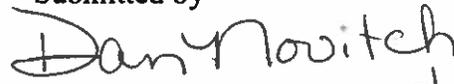
The Merrill Parks and Recreation Commission will have a meeting on **Wednesday, November 6, 2019 at 4:15 p.m.**, at the **Merrill City Hall**.

Voting members of Commission: Kate Baker, Jean Ravn, Brian Artac, Kyle Gulke, Joan Tabor, John Vanlieshout 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. 2020 Budget update
5. Discuss and invite future projects and initiatives
6. Monthly reports.
7. Set date for next meeting.
8. Public comment
9. Adjournment

Submitted by


Dan Novitch, Chairperson *cms*
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 2, 2019

The Merrill Parks and Recreation Commission met on Wednesday, October 2, 2019 at 4:15 p.m. at the Merrill City Hall.

Members Present: Kyle Gulke, Kate Baker (come in late), Jean Ravn, Joan Tabor and Dan Novitch.

Members Excused Absent: Brian Artac

Department Staff Present: Dan Wendorf and Dawn Smith

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

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

***Carried unanimously.

***Motion by Gulke, seconded by Ravn, to approve the claims from September.

Novitch questioned what the bill was from American Welding. Wendorf stated that is where the chemicals for the pool are ordered from.

***Carried unanimously.

Public Comment: None

The next item on the agenda was monthly reports. Wendorf stated that we are getting ready for ice install at the Smith Center. Fall events went very good and Barleyfest is coming up this weekend, Saturday, October 5 from 2:00 – 6:00. Wendorf stated he has heard back from Vince Onel from Spohn Ranch Skate Park in regards to the first draft of the skate park. We should be receiving the first draft shortly. Novitch questioned if the plan was still to build it at the MARC. Wendorf stated that the plan is to build at the MARC. Wendorf stated that the River Rat is ready to be erected by the Library. Wendorf stated the concrete is poured and there will be an encasement around the River Rat so it should last a long time. It is 13 feet tall and made out of White Pine. Wendorf stated that this is the third one Harry Wallace has carved and hopefully the last one for a while. Wendorf stated that Normal Park playground surfacing is over ¾ of the way done and looks really good.

The next regular meeting is scheduled for Wednesday, November 6, 2019 at 4:15 p.m. at the Merrill City Hall.

***Motion by Ravn, seconded by Baker to adjourn at 4:35 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary

OCTOBER

AC & SONS	PIPE AND DRAPE	10/2/2019	1284	\$1,800.00	BARLEYFEST
ABG MASONRY	VER RAT SLAB/INSIDE/OUTSIDE CONCRE	10/15/2019	308	\$3,250.00	CITY FOREST TIMBER SALES
ACE HARDWARE	DUCT TAPE	10/10/2019		\$17.97	55400-08-82000
ACE HARDWARE	FILM POLY CLEAR	10/9/2019		\$299.94	55400-03-50000
ACE HARDWARE	BULBS	10/15/2019	189715/1	\$19.98	55200-03-40000
ACE HARDWARE	SPECIALTY TOOL	10/14/2019	189675/1	\$7.98	55200-03-40000
AGRA	SECURITY DEPOSIT	10/2/2019	VOUCHER	\$50.00	10-21-7200
AMERICAN WELDING	CYLINDER RENTAL	9/30/2019	6636790	\$68.05	55300-03-41500
AMERICAN WELDING	CYLINDER RENTAL	9/30/2019	6636260	\$50.65	55200-02-15000
ANA BLAIRS	SECURITY DEPOSIT	10/2/2019	VOUCHER	\$100.00	10-21-7200
ATCO INTERNATIONAL	POP UP SWIPES	9/25/2019	10537934	\$250.10	55400-03-5000
ATCO INTERNATIONAL	QUICKES	10/24/2019	10539568	\$158.00	55400-03-50000
AUSTIN MOSHER	FLAG FOOTBALL REF	10/5/2019	VOUCHER	\$75.00	55300-03-41000
BADGER SWIMPOOLS	WINTERZING PROCEDURES	9/30/2019	46818	\$1,852.00	55420-03-50000
BADGER SWIMPOOLS	AQUATIC CENTER	9/30/2019	1672	\$1,852.00	AQUATIC CENTER NON LASPE
BAJA'S	SHIRTS	10/2/2019	17827	\$552.25	BARLEYFEST
BAJA'S	COLORAMA SUPPLIES	9/27/2019	17823	\$543.75	55300-03-41500
BAUERNFEIND BUSINESS	COPY MACHINE	10/7/2019	93946	\$857.24	55300-03-41000
BAUMGART WASTE REMOVAL, LLC	WASTE HAULING	10/1/2019		\$296.00	55400-02-23600
BAUMGART WASTE REMOVAL, LLC	WASTE HAULING 2018	10/19/2019	20552	\$5,088.00	55200-02-15000
BAUMGART WASTE REMOVAL, LLC	WASTE HAULING 2019	10/19/2019	205551	\$5,122.00	55200-02-15000
BLUEJAY 96.3	ADVERTISING	9/30/2019	12228-1	\$295.00	BARLEYFEST
BLUEJAY 96.3	ADVERTISING	9/30/2019	11321-7	\$249.00	55400-03-41000
BLUEJAY 96.3	LABOR DAY	9/30/2019	12109-2	\$675.00	LABOR DAY
BRAIDEN VOIGT	FLAG FOOTBALL REF	10/25/2019	VOUCHER	\$60.00	55300-03-41000
BRENDA DUPUIS	SECURITY DEPOSIT	10/8/2019	VOUCHER	\$100.00	10-21-7200
CARTER BAADE	FLAG FOOTBALL REF	10/19/2019	VOUCHER	\$60.00	55300-03-41000

CHURCH MUTUAL - MOLLY LYON	SECURITY DEPOSIT	10/17/2019	VOUCHER	\$100.00	10-21-7200
CHURCH MUTUAL - RICH SCHABER	SECURITY DEPOSIT	10/11/2019	VOUCHER	\$100.00	10-21-7200
CINTAS	UNIFORMS	9/26/2019	4031067181	\$71.18	55200-03-46000
CINTAS	UNIFORMS	9/19/2019	40305635358	\$71.18	55200-03-46000
CINTAS	MATS/MOPS	9/26/2019	4031066988	\$189.90	55400-02-23250
CINTAS	UNIFORMS JIM/JOE	10/10/2019	4032161397	\$71.18	55200-03-46000
CINTAS	UNIFORMS JIM AND JOE	10/3/2019	4031607488	\$71.18	55200-03-46000
CINTAS	DUST MOP/MATS	10/24/2019	4033244473	\$189.90	55400-02-23250
CINTAS	UNIFORMS JIM AND JOE	10/17/2019	4032701372	\$71.18	55200-03-46000
CINTAS	UNIFORMS JIM AND JOE	10/24/2019	4033244576	\$71.18	55200-03-46000
DAVE BREAMAN	SECURITY DEPOSIT	10/25/2019	VOUCHER	\$100.00	10-21-7200
DAVE'S COUNTY MARKET	COLORAMA SUPPLIES	9/27/2019		\$40.95	55300-03-41500
DAVE'S COUNTY MARKET	COLORAMA SUPPLIES	9/28/2019		\$36.84	55300-03-41500
DAVE'S COUNTY MARKET	SUPPLIES FOR STORYBOOK TIME	10/16/2019		\$9.77	55300-03-41500
DAWSON SCHULTZ	FLAG FOOTBALL REF	10/2/2019	VOUCHER	\$90.00	55300-03-41000
ENVIRONMENTAL CHEMICAL ENTERPRISES INC	FOAMING LEMON DISINFECTANT	10/21/2019	E342R	\$379.89	55400-03-50000
ETCO ELECTRIC SUPPLY	PARTS	9/20/2019	3311521	\$10.72	55200-03-40000
ETCO ELECTRIC SUPPLY	PARTS FOR SHOP	9/25/2019	3311898	\$93.52	55200-03-40000
FULLY PROMOTED	BEER GLASSES	10/3/2019	6385	\$1,195.00	BARLEYFEST
HEARTLAND COOPERATIVE	TOMAHAWK/CORNERSTONE	10/8/2019	2999398	\$83.99	55200-03-40000
JENNIFER RYMARZ	SECURITY DEPOSIT	10/2/2019	VOUCHER	\$50.00	10-21-7200
KNUDSON SHEET METAL	GUTTERS AND DOWNSPOUTS	10/1/2019	9925	\$4,237.00	CITY FOREST TIMBER SALES
LAURIE KRIEWALD	SECURITY DEPOSIT	10/15/2019	VOUCHER	\$100.00	10-21-7200
MELISSA SCHROEDER	SECURITY DEPOSIT	10/15/2019	VOUCHER	\$100.00	10-21-7200
MENARDS	WHITE PVC	10/2/2019	40548	\$195.64	55200-03-40000
MENARDS	LUMBER	10/15/2019	5681	\$71.94	55400-08-82000
MENARDS	WHITE PVC/FLT/SLT	10/10/2019		\$195.64	55400-08-82000
MENARDS	SHOP SUPPLIES	10/9/2019		\$362.76	55400-03-50000

MENARDS	LIGHT BULBS	10/13/2019		\$71.94	55400-03-50000
MERRILL ACE HARDWARE	PARTS FOR SHOP	9/20/2019		\$27.99	55200-03-40000
MERRILL ACE HARDWARE	EGO STRINGTRMR	9/18/2019		\$208.29	55200-03-40000
MERRILL ACE HARDWARE	PAINTBRUSH	9/18/2019		\$9.99	55200-03-40000
MERRILL ACE HARDWARE	CONCRETE MIX	9/19/2019		\$62.91	55200-03-40000
MERRILL ACE HARDWARE	RETURN	9/27/2019		\$0.00	55200-03-40000
MERRILL ACE HARDWARE	PARTS FOR SHOP	9/25/2019		\$6.96	55200-03-40000
MERRILL ACE HARDWARE	ROLLERS/BULBS	10/8/2019		\$84.07	55400-08-82000
MERRILL ACE HARDWARE	BULBS	10/8/2019		\$131.96	55400-08-82000
MERRILL ACE HARDWARE	CONCRETE SEAL/BLADE	10/1/2019		\$46.94	55400-08-82000
MERRILL ACE HARDWARE	TRASH BAGS	10/17/2019		\$49.98	55200-03-40000
MERRILL STREET DEPARTMENT	P-18	9/16/2019	16415	\$357.39	55200-03-50000
MERRILL STREET DEPARTMENT	P-12	9/5/2019	16405	\$143.82	55200-03-50000
MERRILL STREET DEPARTMENT	P-0	9/9/2019	16407	\$36.45	55200-03-50000
MERRILL WATER UTILITY	RIVERSIDE PARK - SHELTER	11/10/2019	330-51240-13	\$41.46	55200-02-21000
MERRILL WATER UTILITY	RIVERSIDE PARK - BATHROOMS	11/10/2019	330-51040-13	\$107.52	55200-02-21000
MERRILL WATER UTILITY	ATHLETIC PARK	11/10/2019	222-26940-13	\$836.71	55200-02-21000
MERRILL WATER UTILITY	ATHLETIC PARK - CONC STAND	11/10/2019	222-27040-00	\$52.81	55200-02-21000
MERRILL WATER UTILITY	STANGES PAVILION	11/10/2019	116-02640-13	\$89.78	55200-02-21000
MERRILL WATER UTILITY	STANGE'S KITCHENETTE	11/10/2019	112-01440-13	\$13.94	55200-02-21000
MERRILL WATER UTILITY	STANGE'S KITCHENTTE - BATHROOM	11/10/2019	112-01540-13	\$72.41	55200-02-21000
MERRILL WATER UTILITY	AQUATIC CENTER	11/10/2019	106-00944-00	\$360.75	55420-02-21000
MERRILL WATER UTILITY	OTT'S PARK- SHELTER	11/10/2019	102-38140-13	\$13.94	55200-02-21000
MERRILL WATER UTILITY	OTT'S PARK - BATHROOM	11/10/2019	102-38040-13	\$27.16	55200-02-21000
MERRILL WATER UTILITY	MARC	11/10/2019	350-31240-00	\$87.00	55400-02-21000
MERRILL WATER UTILITY	NORMAL PARK	11/10/2019	336-09740-00	\$363.75	55200-02-21000
MICHELE KRUEGER	SECURITY DEPOSIT	10/25/2019	VOUCHER	\$100.00	10-21-7200
NELSON'S POWER HOUSE	RADIATOR HOSE	9/13/2019	314547	\$71.95	55200-03-50000

NORTHWOODS	TB PLUS SPRAY DISINFECT	10/22/2019	242850	\$134.84	55400-03-50000
NORTHWOODS 92.5 WJQ	ADVERTISING	10/1/2019		\$250.00	BARLEYFEST
PREMIER	PLAQUES/BANNER	10/7/2019	1137	\$471.59	BARLEYFEST
PREMIER	BREW PUB BANNER	10/18/2019	11429	\$225.00	SMITH CENTER ADVERTISING
SAM'S CLUB	BARLEYFEST FOOD	9/27/2019		\$88.82	BARLEYFEST
SAM'S CLUB	COLORAMA FOOD	9/27/2019		\$166.83	55300-03-415000
SILVER CREEK SERVICES	PORTABLE TOILET RENTAL	9/28/2019	167290	\$125.00	55200-02-15000
SPORTS FAN 100.5	ADVERTISING	9/30/2019	1226-1	\$360.00	BARLEYFEST
SPORTS FAN 100.5	LABOR DAY	9/30/2019	12108-2	\$320.00	LABOR DAY
ST.STEPHENS	SECURITY DEPOSIT	10/2/2019	VOUCHER	\$50.00	10-21-7200
STREICH EQUIPMENT	MEN/WOMEN BATHROOM SIGNS	9/11/2019	100870	\$58.80	55200-03-40000
SUNRISE BROADCASTING	ADVERTISING	10/1/2019		\$1,899.00	BARLEYFEST
SWIDERSKI EQUIPMENT INC.	REPAIR ON TRACTOR	10/16/2019	23467	\$428.12	55200-03-50000
THE HOME DEPOT	SILICONE/LINER	10/9/2019		\$61.38	55400-03-50000
VIP OFFICE PRODUCTS	BINDER CLIPS	10/11/2019	106999-001	\$9.42	55300-03-41500
VIP OFFICE PRODUCTS	BINDER CLIPS	10/8/2019	106971-001	\$4.71	55300-03-41500
WALMART	OFFICE SUPPLIES	9/25/2019		\$71.43	55400-03-10000
WALMART	OFFICE SUPPLIES	10/22/2019		\$41.29	55300-03-41500
WDEZ	ADVERTISING BARLEYFEST	10/6/2019		\$400.00	BARLEYFEST
WISCONSIN BUILDING SUPPLY	COARSE DRYWALL SCREWS	9/24/2019	9520494	\$3.56	55200-03-40000
WPS	MARC	10/19/2019	0405061701-00011	\$114.92	55200-02-22000
WPS	MARC	11/8/2019	405061701-00018	\$56.14	55200-02-22000
WPS	SMITH CENTER	10/21/2019	0405061701-0004	\$2,853.57	55200-02-21000
ZIEBELLS DOOR COMPANY	SERVICE CALL ON OVERHEAD DOORS	10/24/2019	9819	\$237.50	55400-08-82000



WISCONSIN

2018

TREE CITY USA

BY THE NUMBERS

195

Tree City USA
COMMUNITIES
4 NEW

58.78%

OF WISCONSIN
LIVES IN A TREE CITY USA
COMMUNITY

Growth Award

20

Growth Award
RECIPIENTS

Reported Number of Trees Planted **32,930**

100%

Recertification Rate

WISCONSIN'S
LONGEST-RUNNING ACTIVE
TREE CITY USA COMMUNITY:

Sheboygan

41 YEARS

1

NEW Growth Award
RECIPIENT

Largest

Milwaukee
POPULATION 594,833

\$48,691,125.37

spent on urban
forestry management

LONGEST ACTIVE
Growth Award

Smallest

Village of Egg Harbor
POPULATION 201

\$14.19

 average
per capita

Greenfield

24 YEARS

Beyond Tree City USA



8 Recognized
Wisconsin Schools

8 Tree Line USA Utilities

Learn more about
our new tree
planting initiative:

1 NEWLY Recognized
Schools

Longest Running Active Tree Line USA Utility:
Wisconsin Public Service

24 YEARS

timefortrees.org



November 2019 Parks & Recreation Director's Report

Parks: We finally got everything winterized and ready for the winter months as far as facilities go. We typically have to wait a bit after our October 1st restroom closures because of a few MAPS sports that utilize our facilities at the MARC (Soccer/Cross Country). Similar to the previous month, the weather has not been very helpful in allowing us to finish up some of our fall tasks. The sheer amount of rain, combined with the frequency has made things pretty difficult but we are fortunate to have an amazing crew. We were able to keep a few seasonal employees around on a limited basis to help us a little further into this season and at least keep up with some of the mowing and mulching and other tasks as needed and free up our lead Park guys to work on some other tasks. We lost both of our Arena Specialists shortly before we were going to do ice install, which was unfortunate, but we were able to get the ice installed on time without missing a beat. Our Park Laborers did a majority of the ice install, and we contracted R&R Specialties to help paint the ice and it went very smooth. That has helped us tremendously and allowed for some progress. The guys have also been preparing equipment and other areas for when the snow arrives to make it easier for us to plow and to be ready to plow. The Normal Park Playground has been completed and I attended the ribbon cutting ceremony on October 24th at the site. It is an amazing amenity that has been added to an already amazing park. I cannot thank the Optimist Club and the Bierman Foundation enough for their generous contributions. This playground has already been a very popular destination; I can't wait to see how many people visit that site when the weather is nice next spring/summer. It has been amazing to see the transformation of Normal Park over the past 10+ years and we are fortunate to have so many passionate/caring individuals in our community who are willing to make things happen. I did receive a first draft design from Spohn Ranch for proposed skate park. I am going to review it with the Skate Park Committee and its members first but have included the designs for you to look at. I would like the Skate Park Committee to spend some time with it before we discuss it in detail at the Commission level, as the skaters that are on the Committee will provide first hand feedback that we can use to adjust/alter the design as we head towards final draft for use. River Rat concrete base was poured and is ready for the statue. We are waiting on Agra to finish the enclosure so we can put the statue up and cover it hopefully on the same day to preserve it.

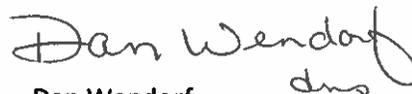
Forestry: All of our trees for our fall planting have been ordered and have arrived and I will have all sites marked and called into Diggers Hotline by the end of the week (by November 1st). Hopefully we can catch a break and get a stretch of decent weather to be able to plant all of the trees before everything freezes up completely. We are going to try to plant over 75 additional trees on the boulevards this year, as well as some park trees and replacements. With the trees that we planted in spring we have been trying to plant over 100 trees each year and hopefully if our budget request is approved for more trees – we can plant even more in the coming years. This is important to try and keep up with normal mortality, road construction, and proactive plantings. Our goal is and should be to plant in addition to, not to just try and keep up. I have also been working on tree inspections for our fall

pruning/removals. The Street Department will be starting to work on those trees scheduled for work as soon as they are finished with their projects for the year and when weather closes them down from street projects. I will begin working on our Tree City USA application and certification within the next few weeks as well and once again we are fortunate enough to qualify for being a Tree City USA.

Recreation: We have a bus trip going to a Clausen Family show in Coloma on Wednesday, November 13th that does have a few spots available. The first one we took this summer was very successful and this one is not full but as we found out a local organization borrowed our idea and is actually bringing them to Merrill a bit over a week ahead of our bus trip. It does happen occasionally that we publicize our recreation programs and ideas and we do see them borrowed around the community. It can be a bit frustrating when that happens but there is not much we can do about it. The one thing it definitely forces us to do is to adapt and to always be on the forefront of recreational programming. We have our winter programs beginning soon and have been taking steady registrations for Little Dribblers so hopefully we can build off of our solid numbers from last year. We have Breakfast with Santa coming up in the Smith Center on December 14th so please feel free to bring your families out and enjoy.

Smith Center: We finished up our dry floor events with a tremendously successful 12th Annual Barleyfest on October 5th. It was one of our best turn outs to date and everything went very smooth. We had new people from all over the State and beyond. As previously mentioned, we lost both of our Arena Specialists a few weeks before our ice was scheduled to be ready. I need to thank all of staff members for coming together and getting the ice done and ready on time and looking great. We did bring in a contractor that paints the ice and it went fantastic. We are still in the process of trying to fill one of the openings for our Arena Specialists so we have also been having to work a little extra now that the ice is in to fill the hours conditioning the ice and having a city representative on hand during the rented ice times. We were set to start ice time on October 28th but when we had to delay it by one day because WPS blew one of their 3-phase breakers on the power pole by the intersection of Marc Drive and 107. This knocked out our power to the arena (chillers, dehumidifiers, heaters, etc.). We were able to get it all up and running but we held off on allowing people on the ice to make completely sure that everything was solid through the ice sheet that we just finished. Ice time has now begun and thus far is going good, and hopefully we can find a second Arena Specialist so we can get our hours covered. Until then, we are all pitching in to cover what needs to be covered. We finished fixing the water issues we were having on the NW corner of the arena by removing concrete and pouring new, as well as having rain gutters installed on the NW 150 feet of roof by the overhead door. It is working wonderfully thus far. Water was ponding by the service door there and causing the concrete to heave and was also under some of the concrete by the north overhead door.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Dan Wendorf". The signature is written in black ink and includes a small flourish at the end.

Dan Wendorf
Parks & Recreation Director
City of Merrill