



CITY OF MERRILL

Parks & Recreation Dept. - Smith Center

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APRIL MEETING NOTICE

The Merrill Parks and Recreation Commission will have a meeting on **Wednesday, April 6, 2022 at 4:15 p.m. at the Merrill City Hall**. Phone info: Phone: 470-228-6121
PIN: 348 983 431 #

Voting members of Commission: Jean Ravn, Brian Artac, Kyle Gulke, Joan Tabor, John Vanlieshout, Chad Krueger 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. Update on Outdoor Recreation Plan & Survey.
5. Discuss Bierman Family Aquatic Center staffing and operations.
6. Monthly reports.
7. Set date for next meeting.
8. Public comment
9. Adjournment

Submitted by

A handwritten signature in black ink that reads "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

March 2, 2022

The Merrill Parks and Recreation Commission met on Wednesday, March 2, 2022 at 4:15 p.m., at Merrill City Hall.

Members Present: Kyle Gulke, Joan Tabor, Brian Artac, Chad Krueger, John VanLieshout and Jean Ravn, Dan Novitch

Members Excused Absent:

Department Staff Present: Dan Wendorf and Dawn Smith

***Motion by Artac, seconded by Ravn to approve the minutes from the February meeting.

***Carried unanimously.

***Motion by Ravn, seconded by Artac, to approve the claims from February.

Novitch questioned why the bill from RTL for the Riverbend Trail did not have an account number. Wendorf stated that because the Riverbend Trail group will be paying that bill.

***Carried unanimously.

Public Comment: None

The next item on the agenda was to discuss "No Mow May". Christine Vorpapel requested this agenda item. Novitch asked Christine Vorpapel to speak on this agenda item. Christine stated the reason for No Mow May is to allow flowering plants to grow unmown for the month of May, creating habitat and forage for early season pollinators. Christine stated she is not asking people to let their lawns grow uncontrollable, but maybe just the outline of areas. Christine stated that she has been speaking with Wendorf and she realizes that the city can't let the parks grow uncontrolled but maybe just leaving some fringe areas in the park grow for early pollinators. Wendorf stated that there are areas at most of the parks where they leave natural growth. John VanLieshout stated that the Board of Public Works is looking into working with city residents that want to participate in the No Mow May.

The next item on the agenda was to discuss and potentially approve survey questions for Outdoor Recreation Plan. Wendorf included a drawing of a potential pedestrian bridge over the railroad tracks connecting the downtown with the Riverbend Trail. Gulke stated that there should also be some questions regarding where water enthusiasts like to visit. Wendorf stated that he will request that both questions be put on the survey.

The next item on the agenda was continued discussion on 10 year Capital Plan. Wendorf stated the reason that they do the 10 year plan is so the finance director and alderpersons have an idea of what the departments will be asking for. Artac questioned if the money that was approved for purchasing the Sumnicht land can now be used someplace else since the money is now coming from the grant. Wendorf stated that he is looking into it. Ravn questioned what is happening with the skate park. Wendorf stated that they need funding for the new skate park.

The next item on the agenda was to review/approve a Resolution of Support for the Great Pinery Heritage Waterway. This was presented to the Commission last year by Bill Burtram from Iron Bull in Wasuau. Wendorf stated that this is good for the community.

***Motion by VanLieshout, seconded by Tabor to approve the Resolution of Support for the Great Pinery Heritage Waterway.

***Carried unanimously.

The next item on the agenda was monthly reports. Wendorf asked if anyone had any questions. Ravn asked how old you have to be for a lifeguard. Wendorf stated you can pass your test at 15 but can't guard until you turn 16. Wendorf stated that all surrounding communities are having the same problem as we are for trying to find guards. Krueger stated that maybe persons that pass the lifeguard class and work for the aquatic center for the summer be reimbursed the money for the lifeguard class. Wendorf stated we will continue working with the school in hopes of getting at least 10 more guards. Wendorf stated Emerald Ash Borer has been detected in Lincoln County in the town of Harrison and also in the City of Tomahawk. WDNR and DATCP both have confirmed EAB. Wendorf stated that he has put some helpful links on the Merrill Park and Recreation webpage and also on the Facebook page. Wendorf also stated that if anyone has questions they can call the Merrill Park and Recreation office. Wendorf stated that if you have Ash trees on your property it is the homeowner's responsibility to remove the trees if necessary. Wendorf stated the Merrill Park and Recreation have an Emerald Ash Borer Readiness plan in place and have been removing Ash trees for the past several years.

The next regular meeting is scheduled for Wednesday, April 6, 2022 at 4:15 p.m. at the Merrill City Hall.

Public Comment: Christine Vorpapel stated that she would like to see some areas for taking out Kayaks along the stretch of water between Ott's Park and the Dam. Vorpapel stated she would like to see this item on the 10 year plan.

***Motion by Artac, seconded by Ravn to adjourn at 5:11 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary

		MARCH			
CINTAS	UNIFORMS JIM/JOE/Ryan	2/17/2022	4110933255	\$93.21	55200-03-46000
CINTAS	UNIFORMS JIM/JOE/Ryan	2/24/2022	4111613718	\$93.21	55200-03-46000
ACE HARDWARE	MOPSTICK	2/21/2022	19274228124	\$24.98	55200-03-40000
EVEREST PARTY RENTALS	PIPE AND DRAPE	3/1/2022		\$131.88	55400-03-50000
INTERNATIONAL SOCIETY OF ARBARICULTURE	MEMBERSHIP	3/2/2022	1127683	\$45.00	55200-03-32000
JAMIE WENZLICK	SECURITY DEPOSIT	2/24/2022	VOUCHER	\$100.00	10-21-7200
LACROSSE QUEEN CRUISES	BUS TRIP SUMMER	2/25/2022		\$400.00	55300-03-41500
MERRILL YOUTH HOCKEY	PIZZA PARTY	2/28/2022		\$55.00	55300-03-41500
MERRILL YOUTH HOCKEY	PIZZA PARTY	2/28/2022		\$35.00	55300-03-41500
NAPA AUTO PARTS	PARTS	2/16/2022	947246	\$15.69	55200-03-40000
NAPA AUTO PARTS	PLOW SPRING	2/21/2022	948017	\$40.93	55200-03-50000
NAPA AUTO PARTS	TAIL LAMP	2/16/2022	947247	\$39.67	55200-03-40000
PRECISION LASER	RAW STEEL	2/25/2022	37707	\$433.86	55200-03-50000
WALMART	EASTER CANDY	2/24/2022		\$453.64	55300-03-415000
WEINBRENNER	BOOTS	2/16/2022	10586559	\$90.00	55200-03-46500
RIESTERER AND SCHNELL	SWEEPSTER M26P4	2/28/2022	2151511	\$364.92	55200-03-50000
MERRILL STREET DEPARTMENT	BLOWER MOTOR/SHOP SUPPLIES	2/3/2022	18167	\$157.41	55200-03-50000
NEVCO	CONTROLLER FOR ATHLETE	2/14/2022	198836	\$1,106.75	CITY FOREST TIMBER SALE
SUNRISE BROADCASTING	ADVERTISING	3/1/2022		\$249.00	55400-03-41000
RIVER'S EDGE LP	LP FOR ZAMBONI	3/2/2022		\$113.00	55400-03-51500
CINTAS	UNIFORMS JIM/JOE/Ryan	3/3/2022	4112298498	\$93.21	55200-03-46000
BOBBI GRUND	SECURITY DEPOSIT REFUND/CANCELED	3/4/2022	VOUCHER	\$100.00	10-21-7200
BOBBI GRUND	SHELTER REFUND/CANCELLED	3/4/2022	VOUCHER	\$80.00	45200-46722
MERRILL FOTO NEWS	ADVERTISING	3/1/2022		\$724.00	55400-03-41000
BAUMGART WASTE REMOVAL	WASTE HAULING	3/1/2022		\$148.00	55400-02-23600
KEITH SCHMELLING	SMITH CENTER SECURITY DEPOSIT	3/14/2022	VOUCHER	\$100.00	10/21/7200
SUNRISE BROADCASTING	ADVERTISING	3/8/2022		\$349.00	55400-03-41000
WALMART	EASTER CANDY	3/10/2022		\$199.84	55300-03-41500
RIESTERER AND SCHNELL	PARTS FOR SHOP	2/28/2022	2151539	\$275.45	55200-03-50000
POWERHOUSE	REPAIRS	3/2/2022	329051	\$85.41	55200-03-40000

MERRILL COUNTY STORE	SLIP HOOK	3/3/2022	294484	\$20.53	55200-03-40000
CARQUEST	BAT FLEET	3/2/2022	378803	\$276.50	55400-03-50000
ACE HARDWARE	BLADE SAWZAL	3/2/2022	213513	\$26.98	55200-03-40000
AMERICAN WELDING	CYLINDER RENTAL	2/28/2022	8366615	\$54.66	55200-02-15000
AMERICAN WELDING	CYLINDER RENTAL	2/28/2022	8367069	\$74.06	55300-03-41500
RIESTERER AND SCHNELL	SNOW UTILITY BLADE AND EXTENSION	3/11/2022	2156169	\$4,416.70	CAPITAL EQUIPMENT
CINTAS	UNIFORMS JIM/JOE/Ryan	3/10/2022	4112990590	\$93.21	55200-03-46000
CINTAS	MOPS/MATS	3/10/2022	4112990476	\$187.07	55400-02-23250
CINTAS	UNIFORMS JIM/JOE/Ryan	3/17/2022	4113681395	\$93.21	55200-03-46000
MERRILL ACE HARDWARE	BULBS	3/17/2022	216926	\$101.94	55400-08-82000
VICTORY	SCREEN FILTER	3/16/2022	122872	\$12.60	55400-03-50000
MERRILL ACE HARDWARE	CLEANING SUPPLIES	3/18/2022	213932	\$17.96	55400-03-50000
CARROTT TOP INDUSTRIES	FLAGS	3/21/2022	103534	\$539.58	55200-03-400000
VICTORY	BRUSH AND SQGE BLADE	3/21/2022	122920	\$233.91	55400-03-50000
CINTAS	UNIFORMS JIM/JOE/Ryan	3/24/2022	4114366778	\$135.45	55200-03-460000
PERMAR	ALARM PANEL	3/18/2022	1203870500	\$1,279.92	26-31-5368
HEATHER RENZELMAN	SECURITY DEPOSIT - CANCEL	3/24/2022	VOUCHER	\$100.00	10-21-7200
HEATHER RENZELMAN	PARK RENTAL - CANCEL	3/24/2022	VOUCHER	\$90.00	10-45200-46722
CENTRAL WI WHOLESALE AUTO PARTS	TUBE CASES	3/24/2022	26630	\$207.00	55200-03-400000
CARQUEST	GARDEN TRACTOR BATTERY	3/23/2022	10846	\$37.51	55400-03-500000
MERRILL ACE HARDWARE	TRASH CANS	3/17/2022	213897	\$53.98	55200-03-400000
MERRILL ACE HARDWARE	TRASH CAN	3/17/2022	213896	\$69.98	55200-03-400000
CANDY HERDT	SECURITY DEPOSIT	3/29/2022	VOUCHER	\$100.00	10-21-7200



April 2022 Parks & Recreation Director's Report

Parks: Spring is having a very difficult time winning the battle with the long winter season and our weather has actually been quite remarkable. We always hope for average weather this time of year so that we can work ahead of ourselves in un-winterizing facilities, getting shelters ready, athletic fields ready, and cleaning the unfortunate mess that everyone leaves for us in our parks. With the daytime and nighttime freezing temperatures, it has not allowed us to do much of anything in the way of working ahead. As always this time of year we hope for average temperatures and conditions, as that is just perfect to allow us to get to work and prepare for the upcoming season. We have had to cancel a few MHS games already due to weather related field conditions. While we are waiting for the weather the crew has been spending quite a bit of time cleaning up all of the garbage that people throw into the snow and snowbanks in our parks during the winter. It always amazes me how little respect people have for our beautiful parks – the amount of garbage we have to clean up every spring is astronomical. I would also like to thank our Park Crew for helping remove the ice inside the Smith Center. It is a lot of work to remove a 200'x85'x1" thick sheet of ice in about a day. Our online shelter reservations have been working great still and people are really enjoying the convenience of the process. There are still a number of people who prefer to come in and reserve in person and that is quite alright. I have been working through all of our capital items for 2022 and have either ordered or began the process on all of our items. Our truck lift gate was the last mechanical item to order and it arrived. There are a few items yet that were ordered and haven't arrived yet but that is the time we are living in I guess, having to wait an extraordinary amount of time for things both big and small. I have said this before but I will say it again, I am very grateful for having a third full time parks employee. It has been amazing to have that third person to help us get more done in less time. We are going to appreciate it even more very soon when we have virtually no time to get shelters ready and ballfields. I also have heard from a local service organization that potentially has interest in taking over the Labor Day Parade. I know that we have discussed this previously at the Commission level but there is interest. I will keep you informed if I hear anything else, but this would be good news for our department to be able to hand this over. Our lifeguarding class that we had worked with MAPS on was scheduled for the first few days of spring break and had 6 people signed up. When class day came, we had 4 who didn't show up, 1 failed the requisition portion, and we cannot run the class with only one student. So that was very disappointing to see. We are continuing to exhaust all options in our search for a few more lifeguards. We will discuss more in the meeting, but we are going to have to find a way moving forward to recruit and retain lifeguards so that we do not have to go through this each and every year.

Forestry: I do not have any additional news to report on the EAB find from a month ago in northern Lincoln County. I did share all of the information with the public on our Facebook Page and website, as well as some news coverage on the local TV stations that the WDNR handled. I have continued discussions with Forestry Health Specialists from the WDNR to ensure that we are on top of

the situation when it does show itself here. I will continue to be even more vigilant with my inspection of Ash Trees while I am out looking at trees in all neighborhoods. We will also be more aggressive in our approach at Ash removal. If we are doing tree work in a specific area that has Ash nearby, we will most likely add that to the removal list pre-emptively. We will also begin public Ash removal a little sooner on the health spectrum (instead of waiting for health to go from OK to poor, we'll remove when the tree moves from good to OK). I am also pleased to inform you that I was contacted by the National Arbor Foundation again recently to inform us that we have achieved Tree City USA status again for the 36th consecutive year. That is quite an accomplishment and we should all be proud of this. I would like to continue to be as aggressive as we can in tree plantings over the next decade to continue replacing more trees than we have to remove.

Recreation: Thanks to Dawn again for all of her efforts in putting together another wonderful summer recreation program line up. We are working with the Foto News once again to finalize the layout and format and will have them available in hard copies, digitally on our website, as well as on our CivicRec online platform for people to register online for the first time ever this year. So we are excited about the upcoming season. We are going to try to get back to a few bus trips this year even. So far after sending out information to previous bus trip participants, we are getting some good feedback and participation. Hopefully that continues and we can get back to normal this year. We have been getting a few more calls for summer playground already this year and we are also hoping that our numbers come up as people begin going back to work. We had a really good summer last year but we want to return to amazing instead of really good, that is our standard here. We will fortunately have enough applicants to choose from to fill the small number of seasonal recreation vacancies that we have. We are also hosting our annual Children's Festival (April 2nd) before our meeting. We are very pleased with the number of organizations choosing to participate in our event this year, and it appears that we are going to possibly be close to where we were a few years ago.

Smith Center: As previously mentioned, our ice is out for the season and I do need to thank our park crew and Smith Center staff for all of their hard work. It is a very big task to remove the ice and clean the entire arena so we are ready for dry floor events. We had a very short turn around with rentals as we are hosting a 700+ person per day event March 28-April 1st inside the arena. We have half of the day on April first to flip the arena and get it ready for the Children's Festival on April 2nd. We also have a good number of returning events as well as some new ones on tap for the year. One of the ways we are able to out-compete everyone else in our area is because of the way we are able to take care of everyone who chooses to utilize our building. Service with a smile is still the best way to make sure that we get people in the door and continue to return to our wonderful facility. As we do every year, we will take advantage of whatever time we can to perform routine maintenance and projects in and around the arena from the wear and tear the building takes from the ice season, as well as all of the arena rentals and events. There are always things that need to be fixed, painted, tightened, cleaned, etc.

Respectfully Submitted,

A handwritten signature in black ink that reads "Dan Wendorf". The signature is written in a cursive, flowing style.

Dan Wendorf
Parks & Recreation Director
City of Merrill