



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

DECEMBER MEETING NOTICE

The Merrill Parks and Recreation Commission will have a meeting on **Wednesday, December 1, 2021 at 4:15 p.m. at the Merrill City Hall**. Phone info: Phone: 657-845-2468

PIN: 172 812 337 #

Voting members of Commission: 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. Review/approve potentially changing policy of only taking shelter reservations beginning first business day after the New Year.
5. Review/approve potential transfer of Legion Building and property to Parks Department.
6. Update on Sumnicht Property
7. Monthly reports.
8. Set date for next meeting.
9. Public comment
10. Adjournment

Submitted by

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

NOVEMBER 3, 2021

The Merrill Parks and Recreation Commission met on Wednesday, November 3, 2021 at 4:15 p.m., at Merrill City Hall.

Members Present: Kyle Gulke, Joan Tabor, Brian Artac, John VanLieshout and Jean Ravn

Members Excused Absent: Dan Novitch

Department Staff Present: Dan Wendorf and Dawn Smith

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

***Carried unanimously.

***Motion by Tabor, seconded by Ravn, to approve the claims from October.

***Carried unanimously.

Public Comment: None

The next item on the agenda was to update on 2022 budget. Wendorf handed out a list of all capital equipment and projects to summarize where we are at in the budget process. Wendorf stated that the final budget meeting will be held on November 9 and will update everyone at the December meeting.

The next item on the agenda was to discuss the Legion Building property. City Administrator Dave Johnson spoke on behalf of the agenda item stating that the building was originally part of Stange Park when it was given to the city. The building was purchased by the historical society but has been returned back to the city after the historical society finished building their new building. Johnson stated that the Park and Recreation Commission should claim the property since it was originally park property. Johnson also stated that the inside of the building is in poor shape, most everything was ripped out of the building, including the kitchen area, plumbing, and the only thing left for the bathrooms are one stall and a small sink. Wendorf stated that he would like to take a look in the building and see if the building could be “flipped” and used to run some of the programs for Park and Recreation including a new home for the summer playground program as well as another potential rentable facility. Wendorf also said it would be nice to have that area as one continuous park. This agenda item will be back on the agenda in December for a vote.

The next item on the agenda was to discuss Bierman Family Aquatic Center punch passes and season passes for 2022. Wendorf stated that he would not feel comfortable selling season passes yet because of quarantines. Wendorf felt that if people purchased a season pass and if we had to shut the pool down because of our workers being quarantined he would not know how to refund the people who bought a pass, but if they purchased punch passes, the punch passes could be carried over to the next summer, whereas the season passes are done at the end of the summer and do not carry over. The commission decided it would be better to just sell punch passes again this summer and hopefully in the future bring back season passes.

The next item on the agenda was monthly reports. Wendorf asked if anyone had any questions.

Wendorf stated that the ice is in and going good. Merrill Youth Hockey has an increase in numbers which is really good. Wendorf stated that all the trees have been planted and the guys are getting everything ready for the upcoming winter months. The next regular meeting is scheduled for Wednesday, December 1 at 4:15 p.m. at the Merrill City Hall.

Public Comment:

***Motion by Ravn, seconded by VanLieshout to adjourn at 4:50 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary

REINDERS	TURFACE	NOVEMBER			
		10/11/2021	2425974		
				\$5,000.00	CITY FOREST TIMBER SALE
AC & SONS PARTY RENTAL	CURTAINS FOR BARLEYFEST	9/27/2021	2819	\$2,000.00	BARLEYFEST
AC AND SONS	PIPE AND DRAPE	9/27/2021	2819	\$2,110.00	BARLEYFEST
AMERICAN WELDING	CYLINDER RENTAL	10/31/2021	8141550	\$58.82	55200-02-15000
AMERICAN WELDING	HELIUM	10/31/2021	5142002	\$80.30	55300-03-41500
ATCO INTERNATIONAL	POP UP SWIPES	11/10/2021	10587775	\$281.70	55400-03-50000
BAUMGART WASTE REMOVAL	WASTE HAULING	11/1/2021		\$148.00	55400-02-23600
BLUEJAY 96.3	ADVERTISEMENT	10/21/2021	15283-1	\$50.00	55400-03-41000
BLUEJAY 96.3	ADVERTISEMENT	10/29/2021	14207-8	\$249.00	55400-03-41000
BRANDT EXTINGUISHERS	ANNUAL INSPECTION	11/10/2021	12249	\$33.75	55400-02-16500
CENTRAL WISCONSIN WHOLESALE AUTO	PARTS FOR SHOP	10/29/2021	25916	\$10.34	55400-03-40000
CENTRAL WISCONSIN WHOLESALE AUTO	PARTS FOR SHOP	10/30/2021		\$14.68	55400-03-40000
CINTAS	UNIFORMS	10/21/2021	4099408207	\$93.21	55200-03-46000
CINTAS	UNIFORMS	10/28/2021	41000061009	\$93.21	55200-03-46000
CINTAS	UNIFORMS JIM/JOE/RYAN	11/4/2021	4100793798	\$93.21	55200-03-46000
DAVE'S COUNTY MARKET	ICE FOR BARLEYFEST	10/2/2021		\$478.00	BARLEYFEST
FERGUSON	PARTS	10/22/2021	6345126	\$266.21	55200-03-50000
HALF MOON HILL	WINE FROM BARLEYFEST	11/16/2021	21	\$92.00	BARLEYFEST
JODI ROMANG	SECURITY DEPOSIT	11/8/2021	VOUCHER	\$100.00	10-21-7200
KATHE HANDLIN	SECURITY DEPOSIT	11/10/2021	VOUCHER	\$100.00	10-21-7200
LINCOLN COUNTY 4-H	SECURITY DEPOSIT	11/2/2021	VOUCHER	\$100.00	10-21-7200
MERRILL ACE HARDWARE	GFCI ST RECPT.	11/5/2021	210804	\$22.99	55400-03-40000
MERRILL ACE HARDWARE	SUPPLIES	10/17/2021		\$2.99	55400-03-40000
MERRILL ACE HARDWARE	GLOVES	11/2/2021	210717	\$35.77	55200-03-40000
MERRILL ACE HARDWARE	CABLE TIES	11/3/2021	210736	\$25.95	55200-03-40000
MERRILL FOTO NEWS	ADVERTISEMENT	11/2/2021		\$150.00	55400-03-41000
NAPA AUTO PARTS	BELT FOR ZAMBOINI	11/11/2021	932433	\$54.52	55400-03-50000
PAM DODGE	SECURITY DEPOSIT	11/15/2021	VOUCHER	\$100.00	10-21-7200
R & R SPECIALTIES	ICE PAINTING	10/21/2021	179529	\$2,570.00	55400-08-82000
RYAN GOLISCH	SECURITY DEPOSIT	11/10/2021	VOUCHER	\$100.00	10-21-7200
WALMART	OFFICE SUPPLIES	11/3/2021		\$51.64	55400-03-10000

WALMART	SUPPLIES FOR CLASS	11/17/2021		\$25.25	55300-03-41500
WJQ	ADVERTISEMENT FOR BARLEYFEST	10/2/2020		\$350.00	BARLEYFEST



December 2021 Parks & Recreation Director's Report

Parks: The weather looks to have finally turned towards a more winter-like pattern with the snow and cold arriving. We did have to remove snow on 11/14 after the snowfall and we were ready for it thankfully. We were able to finish up quite a few projects and tasks because of the extended nice weather that persisted most of the fall season. The Baseball Association provided funding for the completion of irrigation at Lion's Park. We now have irrigation on all fields except Diamond 4 in the far corner. This will help keep fields softer, less rain outs, and better playing conditions. The irrigation includes the area that PRMS practices football and should help us grow grass there and keep compaction down. Merrill Fastpitch and City League Softball provided funding for 2 pallets of infield dressing on Diamonds 1-5 at the MARC. The infield dressing looks like kitty litter but is worked into the soil to allow water to pass through easier, softer fields, and better playing conditions. They have also committed to funding irrigation on Diamonds 1 and 2 at the MARC but it looks like that might have to happen in the spring as mother nature might put a halt to that. Diamonds 1 and 2 at the MARC are used quite heavily and are also the Varsity and JV fields for the High School. Irrigation will help playing surfaces and will decrease the amount of time and work our staff typically has to put into things in getting ready because the soil is easier to work with. The 2022 Budget was adopted on 11/9/21 with a 4-4 vote and the Mayor breaking the tie in favor of passing. Our operating budget was included and passed exactly the same as presented to you at our Parks & Recreation Commission Meeting. The Capital Budget was not completely funded. The following projects were funded from our capital requests: 5 year outdoor recreation plan, sand/salt spreader, tractor plow blade, lift gate for pick up, replace wood mulch with rubber mulch, pit toilets at Prairie Trails, and added back in at the very end was the purchase of the Sumnicht Property by the City Forest. The remaining items: Ott's & Riverside docks and boat launches, replace/repave parking lots at Kitchenette/Lions/Riverside, Streeter Square basketball courts, shelter at City Forest, and granite for topdressing existing trails were all not funded and will be included on the 2023 Capital Budget Request. I did finish and submit the Tourism Grant for the purchase of the Sumnicht Property on 11/11. It was originally due on 11/12 but they have since moved the due date to 11/19 and according to their website they will decide at some point in December. I attended the monthly River Bend Trail Construction Committee meeting on 11/10 to discuss projects completed this past year as well as continuing work on existing. At that meeting we decided to order all of the lights for the new segment of the River Bend Trail behind the Lincoln Windows river plant. I have done so and we will have to wait for them to arrive and have them installed. The fence for that segment should be arriving and installed within the next few weeks at the latest. Other projects from this past year are basically wrapped up and looking great and they include: fishing pier, overlook, Malm Family Pergola, and T.B. Scott Tower to name a few. We have had some minor bouts with vandalism towards the end of October and early November (typically corresponds with unseasonably nice weather) but fortunately none of it was too terribly bad. Someone ripped a seat off of the teeter totter on the new Optimist Playground at Normal, had some graffiti at a spot along the River Bend Trail, and some other minor things. We are also working with Merrill Police Department and

Lincoln County Sherriff's Department to help with an issue of High School aged kids congregating in the Prairie Trails parking lot after dark and littering, ripping the parking lot up, and not making for a very inviting setting for potential visitors who do wish to use the park for its intended purpose. Hopefully increased patrol (and some battery operated motion lights) will help deter this from happening. We will also be launching our CivicRec online registration software (hopefully by the time you read this board report).

Forestry: Our fall tree planting has been completed thanks to our fantastic crew. Thanks to the guys for doing a great job again as always! I still need to do some more tree inspections and keep in front of the Street Department before they begin doing their pruning's and removals over the winter months (once they cannot do road work anymore). I have started our Tree City USA documentation and paperwork for our re-certification, as it is due on 12/31. I worked with the City Attorney's Office to re-work our recently revised Forestry Ordinances and have it in final draft format for consideration and hopefully approval at the December Common Council Meeting. If it passes I need to submit them to the WDNR, along with reimbursement for tree planting so we can finish our forestry grant that made this all possible. I am hoping for an "average" winter for tree health as always. I will also be working on catching up with our TreeKeeper Online entries over the winter with new tree entries and information, as well as entering in the data from our trees that were pruned and removed.

Recreation: We had a very successful Halloween weekend with our program and public skate and are hoping the same for our Thanksgiving programs as well (I am typing this up before Thanksgiving week). It is wonderful to be able to host these activities again and to see people, families, and children spending time interacting with others. There is something therapeutic about socializing and gathering. We are working to promote our winter programs currently and hope to continue the successes we have had into 2022 and build on them even more! As always, during the winter months we will be spending a lot of time prepping and planning for our Summer Recreation Programs.

Smith Center: We have had ice in and operational for over a month already (time sure does fly) and things have been going very well thus far. The High School combined team has been sharing locations between our rink and Wausau and Youth Hockey and Ice Reflections have been using quite a bit of ice time. Both youth organizations (hockey and figure skaters) have had strong numbers at their younger levels which is great to see – and I hope they can keep those numbers as those kids get older. It is also fantastic to be able to host public skates again this year. We got off to a bit of a slow start (I think due to unseasonably warm weather) but recently our public skate nights have been growing in popularity. We will be bringing back Breakfast with Santa on December 11th, after a year off last year, and am looking forward to providing a fun and exciting atmosphere for families once again!

NOTE: As I always do this time of year – I need to thank our amazing staff members (full time and seasonal) for all of their hard work and dedication to our department and for all they do for our community. All of the wonderful programs that we do and the beautiful parks, programs, and sports that people in our community enjoy are made possible by our tremendous staff. Please join me in thanking them for everything they do!!! Wishing everyone and their families a safe and wonderful Holiday Season!

Respectfully Submitted,

Dan Wendorf, Parks & Rec Director
City of Merrill