



CITY OF MERRILL

Parks & Recreation Dept. - Smith Center

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NOVEMBER MEETING NOTICE

The Merrill Parks and Recreation Commission will have a meeting on **Wednesday, November 2, 2022 at 4:15 p.m. at the Merrill City Hall.**

Voting members of Commission: Jean Ravn, Brian Artac, Kyle Gulke, Joan Tabor, Mark Weix, 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 2023 Operational & Capital budgets.
5. Monthly reports.
6. Set date for next meeting.
7. Public comment
8. 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

October 5, 2022

The Merrill Parks and Recreation Commission met on Wednesday, October 5, 2022 at 4:15 p.m., at Merrill City Hall.

Members Present: Kyle Gulke, Joan Tabor, Chad Krueger and Jean Ravn,

Members Excused Absent: Dan Novitch, Brian Artac, Mark Weix

Department Staff Present: Dan Wendorf and Dawn Smith

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

***Carried unanimously.

***Motion by Krueger, seconded by Tabor, to approve the claims from September.

***Carried unanimously.

Public Comment: none

The next item on the agenda was to review/approve the 2023 Parks and Recreation Department Operating budget. Wendorf went through the budget and asked if there were any questions.

***Motion by Tabor, seconded by Ravn to approve the 2023 Parks and Recreation Department Operating budget.

The next item on the agenda was to review and approve 2023-2027 Outdoor Recreation Plan. Wendorf asked if anyone had questions. Gulke stated that one change that needs to be made is adding the new ADA disc golf description at Riverside Park.

***Motion by Ravn, seconded by Tabor to approve the 2023-2027 Outdoor Recreation Plan.

Wendorf stated that after approval it will be sent the council for approval.

***Carried unanimously.

The next item on the agenda was an update on Bierman Family Aquatic Center. Wendorf stated that they did find some leaks. Two of the main leaks were located at the Construction seams, one in the deep end and one by the basketball hoop. Wendorf stated there are a couple more and hopefully we will know more on how to resolve the problem after Badger Pool comes. Badger Pool is scheduled to winterize on Thursday, Oct. 6. Wendorf stated he will report any findings back to the commission.

The next item on the agenda was monthly reports. Wendorf asked if anyone had any questions. Wendorf stated that the crew is winterizing buildings and getting as much outdoor stuff done as possible. Ice is going in and the first day scheduled is for Sunday, Oct. 16.

The next regular meeting is scheduled for Wednesday, November 2, 2022 at 4:15 p.m. at the Merrill City Hall.

Public Comment: none.

***Motion by Ravn, seconded by Tabor to adjourn at 5:00 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary

10/1/2022

ZASTROW THE BEER MAN	BARLEYFEST BEER	10/3/2022	1065464	\$518.84	BARLEYFEST
AC AND SONS PARTY RENTAL	BARLEYFEST DRAPES	9/26/2022	3262	\$2,250.00	BARLEYFEST
AMERICAN WELDING	CYLINDER RENTAL	9/30/2022	8825407	\$116.25	55200-02-15000
AMERICAN WELDING	HELIUM	9/30/2022	8825821	\$78.22	55300-03-41500
ARBY'S MERRILL	BARLEYFEST BEER	10/1/2022		\$235.62	BARLEYFEST
ATCO INTERNATIONAL	POP UP SWEPES/CENTURION	10/18/2022	10604426	\$300.20	55400-03-40000
BADGER SWIMPOOLS	LEAK DETECTION/WINTERIZING	10/6/2022	53368	\$3,400.00	26-31-5390
BAJA'S	BARLEYFEST SHIRTS	9/29/2022	18307	\$682.00	BARLEYFEST
BAJA'S	FLAG FOOTBALL SHIRTS	9/7/2022	18293	\$442.50	55300-03-41500
BAUMGART WASTE REMOVAL	GARBAGE HAULING	9/23/2022		\$349.76	55200-03-40000
BAUMGART WASTE REMOVAL	WASTE REMOVAL	10/10/2022		\$208.00	55400-02-23600
BEECHWOOD DISTRIBUTORS	BARLEYFEST BEER	9/29/2022		\$1,722.60	BARLEYFEST
BLAKE WENDT	FLAG FOOTBALL REF	10/25/2022	VOUCHER	\$60.00	55300-03-41000
BLUEJAY 96.3	ADVERTISMENT BARLEFEST	9/30/2022		\$240.00	26-55425-03-40000
BLUEJAY 96.3	ADVERTISMENT	9/5/2022	16897	\$612.50	LABOR DAY
BLUEJAY 96.3	ADVERTISEMENT	9/30/2022	15952	\$249.00	55400-03-410000
CENTRAL WISCONSIN WHOLESALE	DEGREASER	10/12/2022	27835	\$358.08	55200-03-50000
CHIPS HAMBURGERS	EMPLOYEE LUNCH	9/4/2022		\$43.59	55300-03-41500
CHIPS HAMBURGERS	EMPLOYEE LUNCH	9/4/2022		\$140.24	55300-03-41500
CHIPS HAMBURGERS	EMPLOYEE LUNCH	9/4/2022		\$40.07	55300-03-41500
CINTAS	UNIFORMS JIM/JOE/Ryan	9/29/2022	4132807780	\$142.79	55200-03-46000
CINTAS	UNIFORMS JIM/JOE/Ryan	10/6/2022	4133502286	\$142.79	55200-03-46000
CINTAS	UNIFORMS JIM/JOE/Ryan	10/13/2022	4124179817	\$98.27	55200-03-46000
CINTAS	MOPS/MATS	10/20/2022	4134870053	\$197.21	55400-02-23250
CINTAS	UNIFORMS JIM/JOE/Ryan	10/20/2022	4134870228	\$102.80	55200-03-46000
COLOR CREATIONS	SHELTER RESERVATION SHEETS	10/19/2022	2022-442	\$83.75	55400-03-10000
COLUMBIA	CLOTHING ALLOWENCE	9/23/2022		\$94.48	55200-03-46500
COOPER WENDORF	FLAG FOOTBALL REF	10/25/2022	VOUCHER	\$150.00	10-55300-03-41000
DAN WENDORF	TABLE COVERING FOR BARLEYFEST	9/28/2022		\$58.03	BARLEYFEST
DAVE'S COUNTY MARKET	SUPPLIES FOR BARLEYFEST	9/28/2022		\$145.08	BARLEYFEST

FABIANO BROTHERS	BARLEYFEST BEER	9/28/2022	0.04895	\$992.58	BARLEYFEST
GENERAL BEVERAGE SALES	BARLEYFEST WINE	10/23/2022	2001826918	\$234.00	BARLEYFEST
GREEN LAWN	WINTERIZAITONS MARC	10/21/2022	22-27007	\$200.00	55200-03-50000
GREEN LAWN	WINTERIZATIONS LIONS PARK	10/21/2022	22-27009	\$300.00	55200-03-50000
GREEN LAWN	WINTERIZAITONS ATHLETIC PARK	10/21/2022	22-27010	\$150.00	55200-03-50000
HARDGRAVE APPLIANCE	BEER KEG. FOR BARLEYFEST	10/20/2022	22354	\$350.00	26-55425-03-40000
K99 KICKIN COUNTRY	ADVERTISEMENT	9/30/2022	1607	\$360.00	26-55425-03-40000
LEE BEVERAGE	BARLEYFEST BEER	9/29/2022	10169	\$580.40	BARLEYFEST
LEE BEVERAGE	BARLEYFEST BEER	9/29/2022	3770849	\$182.40	BARLEYFEST
MELISSA SCHROEDER	SECURITY DEPOSIT	10/24/2022	VOUCHER	\$100.00	10-21-7200
MERRILL ACE HARDWARE	DRILL BIT/TAP PLUG	10/2/2022	219722	\$81.93	55400-03-40000
MERRILL ACE HARDWARE	WIRE FENCE	10/12/2022		\$21.99	26-31-5385
MERRILL ACE HARDWARE	TAPE	10/4/2022	21974	\$13.98	55200-03-50000
MERRILL ACE HARDWARE	CONCRETE MIX	9/29/2022	21938	\$27.96	55200-03-50000
MERRILL ACE HARDWARE	KICKDOWN DOOR HOLD	10/3/2022	219869	\$47.94	55400-03-40000
MERRILL ACE HARDWARE	WIRE BRUSH/DOOR HOLD	10/9/2022	219876	\$42.44	55400-03-40000
MERRILL ACE HARDWARE	GLOVES/CORDS	10/17/2022	22093	\$48.95	26-31-5385
MERRILL ACE HARDWARE	ELECTRICAL COVER	10/14/2022	220042/1	\$2.98	55200-03-40000
MERRILL ACE HARDWARE	KEYS/GRCI WALL PLATE	10/12/2022	219968	\$10.57	55200-03-40000
MERRILL ACE HARDWARE	POINE SOL	10/12/2022	219959	\$13.99	55400-03-40000
MERRILL ACE HARDWARE	CONCRETE MIX	10/10/2012	219898	\$48.93	55200-03-50000
MERRILL ACE HARDWARE	DUST MOP	10/14/2012	220033	\$49.99	55200-03-40000
MERRILL ACE HARDWARE	GLASS CLEANER/COBBERT DUSTER	10/14/2022	220026	\$22.76	55200-03-40000
MERRILL ACE HARDWARE	RV ANTIFREEZE	10/20/2022	220173	\$8.00	55200-03-50000
MERRILL COUNTRY STORE	SUN & SHADY BAG	11/30/2022	1908881	\$74.78	55200-08-91000
MERRILL FOTO NEWS	LABOR DAY	10/1/2022		\$1,280.00	LABOR DAY
MERRILL FOTO NEWS	BARLEYFEST	10/1/2022		\$1,839.00	26-55425-03-40000
MERRILL STREET DEPARTMENT	P-0 - HYDRAULIC HOSE	9/13/2022	18348	\$37.17	55200-03-50000
PAUL PROULX	SECURITY DEPOSIT	10/20/2022	VOUCHER	\$100.00	10-21-7200
PETERSON BROS SAND AND GRAVEL	RIVER BEND TRAIL/WASHED ROCK	10/5/2022	18818	\$89.00	55400-03-40000
POWER HOUSE	ULTRA OIL	9/28/2022	333277	\$42.93	55200-03-50000
POWER HOUSE	CHAIN BUMPER STRIP	10/18/2022	33674	\$34.94	55200-03-50000

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November 2022 Parks & Recreation Director's Report

Parks: We are very happy that the weather turned more seasonal to round out the month of October. The first half of the month was very cold and had us hustling a bit to get some of our outdoor things done in fear that we wouldn't be able to before everything was frozen. As of now we were able to get everything winterized (restrooms, irrigation, pool, shelters, etc.) and ready for the cold months ahead. We will begin getting our equipment ready for snow removal shortly after we are using it to wrap up fall tasks. The crew was able to get our athletic fields aerated and we are hoping to be able to top dress everything yet this fall. We still have quite a bit of mulching to finish up within our turf areas in our parks but for the most part we have a pretty good handle on all of that because of the stages of leaf shed we have observed this fall. The crew will also be out and about doing some training pruning on our young trees within our parks to ensure they are healthy and grow properly now that they are dormant. The concrete slab was poured a few weeks ago by the north fields at the MARC. This small concessions facility is being donated by Merrill Baseball and has a water supply line in it for future irrigation and is having power run to it as well (the cost to run power to it will be shared between Merrill Fastpitch and Merrill Baseball). This will be a great addition to that area of the MARC to be able to have a permanent place for both entities to have concessions during games and tournaments. We are fortunate to have great partners with our sports organizations and they have invested tens of thousands of dollars into wonderful improvements at all of our athletic field locations that help those sports and help bring people into our community. We have had a number of city budget meetings over the past few weeks, and we have one more on November 1st before we hopefully finalize everything at our regularly scheduled City Council Meeting on November 9th. I will verbally fill you in at the meeting on any updates that occur on 11/1. We finally received our ARPA Tourism check reimbursement for \$140,000 for the Sunnicht Property that we purchased by the City Forest this year. I am going to be meeting with our new WDNR Forester at the City Forest on November 3rd to look at our current timber sale, walk the new property, and look at future timber sales that should be set up. The logger who has our current timber sale contract is going to begin as soon as possible this fall/early winter and is intending to finish this winter. As always, we will also be starting to bring in our damaged or worn out picnic tables to begin fixing them up as time allows over the winter months. I attended and spoke at our Ice Age Trail Community ribbon cutting ceremony at the Sawmill on October 8th. It was very well attended and the events of the day/weekend brought in well over 60 people (many of which were from well outside of our area). Everyone that was in attendance was really impressed with our community and I do feel that this will help Merrill gain even more visitors. By investing in trails, parks, connectivity it gives people a reason to come here and explore our natural beauty and our amazing community.

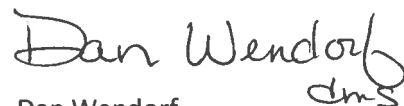
Forestry: I was able to get all of our fall trees ordered and delivered and I spent several days out on the boulevards marking tree planting sites, and working with adjacent homeowners to get all of our plantings set up. There is a lot of pre-work that goes into planting 96 trees within the City but it is always great to see the trees adding to our beautiful community. The crew will be planting them on October

25th and will be finishing everything most likely by around November 4th. We ordered 19 different species this year which is great to allow us to now over-stock too many of the same/similar species here. It is important to focus on diversity so that we don't have to worry about things like EAB and Dutch Elm Disease like in the past that would wipe all of our street/park trees out if a disease were to arrive here. Plus diversity adds additional beauty and function along our streets and in our parks (height, beauty, purpose, animal food sources, flowers, fall color, etc.). I will begin working on our Tree City USA application very soon so we will once again be recognized.

Recreation: We wrapped up our fall flag football seasons a couple of weeks ago. All in all I think the seasons were very successful. We had really good numbers at all three levels this year and didn't have too many issues with coaches. By moving it to Saturdays, we were able to have a much easier time getting high school age kids to referee without it interfering with their practice/game schedules during the week and attendance appeared to be up with people watching. By the time you read this we will have hosted our Halloween Hoopla on October 28th and we will fill you in on how it went verbally at the meeting. Later this month we will be hosting our Thanksgiving event for families at the Smith Center and shortly thereafter we will be hosting our first annual Winter Wonderland at the Agra Pavilion/River Bend Trail Trailhead. This event is to replace our traditional Breakfast with Santa. We have reached out to local businesses asking for donations so that we can light up and decorate the Agra Pavilion, as well as a good portion of the trail with Christmas lights. We think this has tremendous potential for years to come and it will really dress up that area that is visible to so many people coming into our community. This event will take place on December 9th during the evening. Our sign-ups are open right now for Little Dribblers youth basketball league at Kate Goodrich this winter. Hopefully we can continue our success with growing participation numbers with this program. We moved our night from Tuesdays to Mondays. We did this because this year we are going to work with the High School basketball team who wants to help the program with their coaches and players. This will be an amazing collaboration for both of our programs and for all of the families/participants who choose to participate!

Smith Center: Thanks to our amazing staff we got our ice installed on time and ready to go. It truly takes everyone to make this happen each year. We have a full two weeks in already and so far things have been pretty good. Initially we had a small issue with a motor control on our compressor #1 but that was fixed as soon as the part came in and the other three compressors were able to keep up so we didn't have any delays or closures. Thus far our ice time has been youth hockey and figure skaters but the high school season begins next week so that will add a lot more to our schedule. Overall we have a good ice schedule for the season. We fortunate to be able to fill our vacant Arena Specialist position shortly before we began the ice install in the arena so the new person was able to be part of that process and have time to do some training before the season began.

Respectfully Submitted,

A handwritten signature in black ink that reads "Dan Wendorf". The signature is stylized with a large "D" and a cursive "Wendorf". Below the name, there are some smaller, less legible initials or a mark.

Dan Wendorf
Parks & Recreation Director
City of Merrill