



City of Merrill
Merrill Park and Recreation
Department
1100 Marc Drive | Merrill, WI | 54452
Phone: (715) 536-7313/Smith Center
(715)536-6187

NOVEMBER MEETING NOTICE

The Merrill Parks and Recreation Commission will have a meeting on **Wednesday, November 1, 2023 at 4:15 p.m. at the Merrill City Hall.**

Voting members of Commission: Jean Ravn, Rebecca Rutkowski, 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 2024 budget.
5. Discuss River Bend trail extension from Wastewater Treatment Plant to Bluebird Lane.
6. Monthly reports.
7. Set date for next meeting.
8. Public comment
9. Adjournment

Submitted by,


Dan Novitch, Chairperson *ans*
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 11, 2023

The Merrill Parks and Recreation Commission met on Wednesday, October 11, 2023 at 4:15 p.m., at Merrill City Hall.

Members Present: Kyle Gulke, Chad Krueger, Dan Novitch, Joan Tabor, Rebecca Rutkowski, and Jean Ravn

Members Excused Absent: Mark Weix

Department Staff Present: Dan Wendorf and Dawn Smith

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

***Carried unanimously.

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

Krueger questioned why three more disc golf baskets were purchased. Wendorf stated there was money left in the non-lapsing account and he has been working with Gulke on more locations for the baskets. Krueger also questioned what the Labor Day payment was for. Wendorf stated for registration and parade line-up. Rutkowski questioned about the memorial benches. Wendorf stated they are paid for before orders are place. Krueger questioned what green lawn did. Wendorf stated the hooked up irrigation on the JV field and baseball refunded the money.

***Carried unanimously.

Public Comment: none

The next item on the agenda was to review and approve 2024 Bierman Family Aquatic Center budget. Wendorf went through and explained the budget and the differences once all the leaks in the aquatic center were fixed. Wendorf stated that when Badger pool closed up for the winter he requested more anti-freeze to be used for winterization. Krueger questioned if closing the pool on Mondays paid off. Wendorf stated it did and it was a great day to get all the training in plus any maintenance. Wendorf stated that they had a mentor program this year, stating we had younger guards so it was nice that we had one year of mentoring and training so that next year we will again have an adequate number of guards.

***Motion by Gulke, seconded by Tabor to approve the 2024 Bierman Family Aquatic Center Budget.

***Carried unanimously.

The next item on the agenda was the 2024 budget. Wendorf stated that out of the 8 items that were asked for, only 4 items made it through the first round of the budget. Wendorf stated that the 4 items that made it through were: Ott's boat landing and dock, Riverside dock, decking at Nicklaus Bridge and table and chairs. Wendorf stated the operations budget meeting is next Monday and another budget meeting will be October 24th. Gulke stated that the council should accept all because what we are asking for is all needs and not wants and we will be asking for them again.

The next item on the agenda was continued discussion and potential approval of Lincoln County ARPA projects. Wendorf put together a list of possibilities on what to ask for using some ARPA money. Wendorf stated that he thinks adding another campground in Merrill would not be beneficial to the community at this time, stating that we should see how the Festival Grounds does on their camping before we invest in more.

Suggestions were:

1. Camping
 2. City Forest Shelter with hand pump well
 3. Canoe/Kayak facilities.
 4. Trail Connections
 5. Technology – so when people come to Lincoln County they could open an app with trail maps, snowmobile trails, ATV trails, camp grounds and etc.
- (A full list and explanation was included in packets.)

Wendorf stated that the App could be a group effort between the city and the county.

***Motion by Rutkowski, seconded by Krueger to submit items 2 through 5 to the County Administrator.

After discussion motion was amended:

***Motion by Rutkowski, seconded by Krueger to submit items 2 through 5 to the County Administrator with a rough total value of \$252,000.

After more discussion motion was amended:

***Motion by Rutkowski, seconded by Krueger to submit items 2 through 5 plus include repairs for the Nicklaus Bridge on the Riverbend Trail to the County Administrator with a rough total value of \$402,000.

***Carried unanimously.

The next item on the agenda was monthly reports. Wendorf asked if anyone had questions. Gulke questioned if an Arbor Day has been set. Wendorf stated that he is working on it. Wendorf stated the floor is on and ready to make ice, the guys are finishing up as much outside work as possible before snow flies. Pickle ball courts should be done next week. Rutkowski questioned if the high school paid for their ice time. Wendorf stated they do.

The next regular meeting is scheduled for Wednesday, November 1, 2023 at 4:15 p.m. at the Merrill City Hall.

Public Comment: none

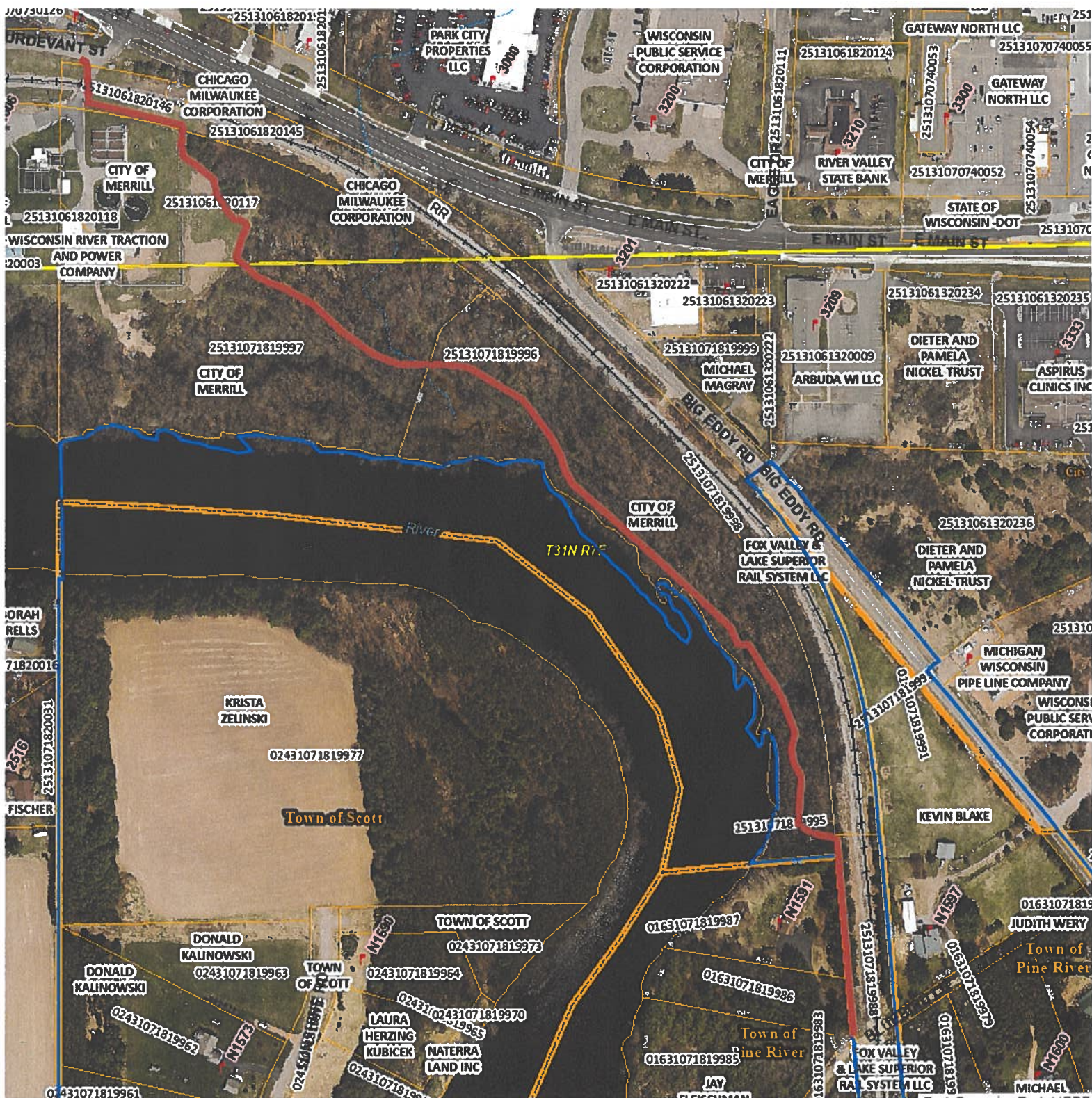
***Motion by Ravn, seconded by Rutkowski to adjourn at 5:30 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary

10/1/2023

FERGUSON	PARTS	10/3/2023	7446230-1	\$1,065.70	10-55200-08-91000
AMAZON	DRY ERASE CALENDAR	10/12/2023	111-7020962-7328233	\$19.98	10-55400-03-10000
AMERICAN WELDING	CYLINDER RENTAL	9/30/2023	9626678	\$79.72	10-55300-03-41500
AMERICAN WELDING	CYLINDER RENTAL	9/30/2023	9626277	\$58.93	10-55200-02-15000
ANDREW JOSIGER	FLAG FOOTBALL REF	10/23/2023	VOUCHER	\$90.00	10-55300-03-41000
BAUMGART WASTE REMOVAL	GARBAGE/CARDBOARD	10/1/2023		\$296.00	10-55400-02-23600
BETSY PETERSON	REFUND FOR BUS TRIP	10/5/2023	VOUCHER	\$156.00	10-55300-03-41500
BLUEJAY 96.3	ADVERTISEMENT LABOR DAY	10/4/2023	18256-1	\$770.00	LABOR DAY
BLUEJAY 96.3	ADVERTISEMENT	10/5/2023	17648.7	\$249.00	10-55400-03-41000
BRANDT EXTINGUISHER	CHECK EXTINGUISHERS	10/11/2023	13408	\$68.00	10-55200-02-15000
BRETT SUCHOCKI	FLAG FOOTBALL REF	10/23/2023	VOUCHER	\$45.00	10-55300-03-41000
CINTAS	UNIFORMS JIM/JOE/Ryan	10/4/2023	4169691833	\$211.42	10-55200-03-46000
CINTAS	UNIFORMS JIM/JOE/Ryan	10/11/2023	4170400554	\$128.85	10-55200-03-46000
CINTAS	UNIFORMS JIM/JOE/Ryan	10/18/2023	4171101141	\$128.85	10-55200-03-46000
CINTAS	MOPS/MATS	10/18/2023	4171100911	\$241.57	10-55400-02-23250
DAVID SCHUELKE	SECURITY DEPOSIT	10/11/2023	VOUCHER	\$100.00	10-21-7200
EZ SHARP	WHEELS FOR SKATE SHARPENER	10/23/2023		\$163.50	10-55400-03-50000
FERGUSON	PARTS FOR SHOP	9/23/2023	7446230	\$23.92	10-55200-03-40000
HENRY CHRUDIMSKY	FLAG FOOTBALL REF	10/18/2023	VOUCHER	\$90.00	10-55300-03-41000
JENNIFER BROOKS	SECURITY DEPOSIT	10/23/2023	VOUCHER	\$100.00	10-21-7200
JENNIFER CHRISTIANSEN	SECURITY DEPOSIT	10/5/2023	VOUCHER	\$100.00	10-21-7200
LYNDSAY LACROSSE	SECURITY DEPOSIT	10/10/2023	VOUCHER	\$50.00	10-21-7200
MERRILL ACE HARDWARE	MARINE ANTIFREEZE	9/23/2023	228977	\$84.00	10-55200-03-40000
MERRILL ACE HARDWARE	ACE WINTERIZER	9/26/2023	228908	\$24.99	10-55200-03-40000
MERRILL ACE HARDWARE	CREW GLOVES/FIREMAN NOZZLE	10/15/2023	229430	\$59.97	10-55400-03-50000
MERRILL ACE HARDWARE	TRASH BAGS	10/20/2023	229589	\$31.99	10-55200-08-91000
MERRILL ACE HARDWARE	FASTENERS/MOUNTING TAPE/CEMENT	10/21/2023	229620	\$74.32	10-55200-08-91000
MERRILL ACE HARDWARE	SILICONE/BLADE/DOOR LATCH	10/10/2023	229279	\$56.56	10-55200-08-91000
MERRILL DISTRIBUTING	URINAL BLOCKS/GLOVES	10/2/2023	1672319	\$103.77	10-55200-03-40000
NASSCO	TORK HI ELEVATION MATIC DISP.	10/13/2023	6347766	\$210.49	10-55200-08-91000





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November 2023 Parks & Recreation Director's Report

Parks: The fall season is quickly passing us by and our crew has been doing their usual fantastic job chipping away at all of the tasks that need to get finished up before the weather turns on us. They have been mowing/mulching, aerating, fertilizing, cleaning up, and other park preparations for the upcoming season. All of our facilities and amenities have been winterized and we are starting to prepare our equipment for snow. I just found out that we should be getting our new front deck mower (with all of the snow removal attachments) within the next few weeks – just in time for winter. We ordered that piece of equipment back in January. The pickleball courts were finally finished with the install of the net posts and nets on 10/20. There were already people playing on them Friday afternoon and pretty much every day since. It is great to see this level of excitement for a new amenity and I have a hunch that the new pickleball courts are going to be a very popular draw for not only our own citizens, but for visitors as well. It looks very nice and turned out like we had hoped. I do need to include a sincere thank you to The Bierman Family Foundation for their continued support and unbelievable investment(s) in our park system and community! Special thank you to the Street Department for their help, as well as all of the contractors who played a part in making this happen. The Street Department also just finished trenching wires and setting the bases for the new street lights that are going to be placed around all of the parking areas at the MARC. This will be a very welcomed addition to the MARC and will finally add light to all areas. It also eliminates the remaining WPS poles and lights that we had on the grounds, as well as their monthly charges. I also met with representatives from the River District Development Foundation and walked the proposed new section of the River Bend Trail from the Waste Water Treatment Facility to Bluebird Lane on October 11th. This area is all city owned property and together we identified a logical path to continue and they are going to have volunteers begin brushing the area out for access. This stretch would conclude the City portion of the River Bend Trail as it turns to Town of Pine River heading south from Bluebird. I was asked to participate in the Merrill Fire Department promotional process for Battalion Chief during the morning of October 17th. It is always great to lend a hand to other departments, as we all work very well together.

Forestry: As I type this, our guys are planting our street and park trees. We purchased 180 trees & shrubs this year, which is more than we have done in a while. We were allotted some additional funding for continued tree planting and we are very happy to be able to plant more. It just takes a little more time to identify and mark the sites, go through species selection, notify adjacent homeowners, call diggers hotline, and match species to location but it is always enjoyable to help beautify our community. Our crew does an amazing job as well, there is an art-form and skill involved in proper tree planting and we are very fortunate to have a great crew. One thing that you may hopefully notice next spring/summer is that we are going to try and plant some decorative shrubs in a few high visibility areas in our parks. This helps us mow less area while beautifying that area with a little more color, shape, and eye candy. We are also going to plant trees in some very high visibility locations on Hwy 64 East by Culvers as well as South Center Avenue along the boulevard by the hospital. I am hoping that we continue to receive more funding for tree planting because it will allow us to always plant many more trees than we have to remove. I have also been out inspecting trees for pruning and removal lists for the Street Department to work on when the weather and time allows them to get caught back up. I am looking at hosting an Arbor Day/Tree City USA observance on Thursday, November 2nd at 10:00 a.m. I would like to do it just beyond the playground area at the MARC where we recently planted a number of trees. You are all invited and I hope as many as possible can make it.



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Recreation: After a number of make-up games, our youth fall Flag Football seasons have come to a close. I believe I touched on it last month but the season was a big success and we hope to carry that into next season as well. We had some great feedback from a few coaches that we will follow up on and look to implement for future seasons. It is great to have volunteer coaches that care about the children participating and about helping make the program better. Our Winter Recreation Guides are out and available in hard copy as well as online. We are hoping to continue the growth we saw last year in our Little Dribblers Youth Basketball League at Kate Goodrich that begins in January. We are also hosting our Halloween Party at the Smith Center on October 27th with a lot of fun and games (and treats) for the little ones. I can inform everyone how it went at our meeting next week – I am sure it will be a smashing success. Dawn has a lot of very fun things organized for everyone who comes and participates; she always does a great job!! We are also preparing for our upcoming 2nd Annual Winter Wonderland event at the Agra Pavilion on December 8th. Our early returns on our sponsorship requests have been coming back very positive and should allow us to purchase more lights and items to add improvements. We are hoping this event continues to grow and we are able to light up the River Bend Trail and Pavilion during the holiday season with some eye catching displays.

Smith Center: We finished up an extremely busy month of October in the Smith Center. We had a person rent the arena on October 7th for a craft show. She ended up with over 90 vendors for her event and has already booked it for next fall, which is great to see. After that weekend we had a short turn around to clean things up and get the arena ready for making ice. We turned the floor on on October 10th, painted and lined the ice on October 13th, and held our first day of ice with Merrill Ice Reflections on October 22nd. So we already have a bit over a week of ice already this season. The ice making process went pretty smooth this year again, thanks to all of our staff for making it happen. It truly takes everyone to get this done with a department our size and with everything else that everyone has going on. We did discover a small leak, after start-up, on one of our refrigerant pipes above ground in the mechanical room (it is very minor) but we are looking into having it fixed. The leak is so minor right now that it is hardly noticeable but we are formulating a game plan to fix it when the weather is colder & drier so that we can crack some of the doors and not deteriorate the ice conditions while we fix it. Our HVAC contractors have identified it as a gasket that is still original from 1995 so it needs to be replaced. Overall we are ready for all things ice inside the building for the next 4.5 months. Our ice buy from Youth Hockey is down a little this year so far due to lower numbers on their end, but we will backfill what we can with other organizations to make up that difference.

Respectfully Submitted,

Dan Wendorf
Parks & Recreation Director
City of Merrill