



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

OCTOBER MEETING NOTICE

The Merrill Parks and Recreation Commission will have a meeting on **Wednesday, October 6, 2021 at 4:15 p.m. at the Merrill City Hall**. Phone info: Phone: 513-760-6648

PIN: 366 824 062 #

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. Discuss potential pedestrian safety measures for soccer field area at the Merrill Area Recreation Complex.
5. Update on 2022 budgetary process.
6. Discuss Labor Day Parade & Festivities.
7. Monthly reports.
8. Set date for next meeting.
9. Public comment
10. Adjournment

Submitted by

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

SEPTEMBER 1, 2021

The Merrill Parks and Recreation Commission met on Wednesday, September 1, 2021 at 4:15 p.m., at Merrill City Hall.

Members Present: Dan Novitch, Kyle Gulke, Joan Tabor, Brian Artac, Amanda Groth (phone in), John VanLieshout and Jean Ravn

Members Excused Absent:

Department Staff Present: Dan Wendorf and Dawn Smith

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

***Carried unanimously.

***Motion by VanLieshout, seconded by Artac, to approve the claims from August.

***Carried unanimously.

Public Comment: None

The next item on the agenda was to review and approve 2022 Operational Budget. Wendorf stated that the biggest change in the operational budget was having a new full time employee; otherwise the budget remains almost the same with a few small changes. Novitch questioned when the budget will get approved. Wendorf stated that by the end of November it had to be approved.

***Motion made by VanLieshout, seconded by Ravn, to approve and submit the 2022 Operational Budget to the Council as presented.

***Carried unanimously.

The next item on the agenda was continued discussion on 2022 Capital Projects & Equipment. Wendorf presented the list in the order the Park & Recreation Commission recommended. VanLieshout stated that the full list should be submitted to the Council and let the Council decide what to approve and what to deny.

***Motion by VanLieshout, seconded by Artac to submit the Capital Projects and Equipment request for 2022 to the City Council.

The next item on the agenda was continued discussion on the new park along West Highway 64. Wendorf stated that Kyle Gulke had come out and talked about some names for the new park. Wendorf stated it would be nice to name it and then it would not need to be back on the agenda. The top three names that were picked to choose from were WI River Parkway, Council View and Loggers Landing. A vote was taken and WI River Parkway was decided for the new name of the park along West Highway 64.

The next item on the agenda was continued discussion on Forestry Ordinances. Wendorf asked if anyone had any questions on the new changes for the Forestry Ordinances. Wendorf stated that if

there were no questions he would be talking with the City Attorney for a little help and guidance on the final changes proposed before submitting to the City Council for approval.

***Motion by Tabor, seconded by Artac to approve Forestry Ordinances changes made by Wendorf and approved by Park and Recreation Commission to submit to City Council for approval.

***Carried unanimously.

The next item on the agenda was to begin discussion on potentially becoming an Ice Age Community. Wendorf stated that Kyle Gulke had the idea that with all the Ice Age Trails around the Merrill Area it would be a good idea to become an Ice Age Community. Wendorf stated that there would need to be community support and we would need to meet certain criteria to qualify, the Chamber would need to be part of this, and events would need to be hosted. Wendorf wanted to introduce this to the Park and Recreation Commission before moving forward, but thinks it would be a great thing to be involved with. The Ice Age Trail is utilized by a lot of people. Novitch questioned if this would help in getting some grants. Wendorf stated it would help. Wendorf will continue to do some research into becoming an Ice Age Community.

The next item on the agenda was monthly reports. Wendorf asked if anyone had any questions. Wendorf stated that it has been a busy couple of months, a good busy. Wendorf stated that there were very few issues this summer. Wendorf thanked all the employees for making it a successful summer. Wendorf stated it felt good to get back to a normal summer. Wendorf stated that the department is getting ready for the fall/winter months. Ravn questioned if there would be any way to talk about maybe putting in the second driveway at the MARC stating that the driveway is so busy and sometimes dangerous for kids crossing. Wendorf stated that putting in another driveway would be very costly and suggested we look at alternative measures such as cross walks and enforcing parking so visibility is better for everyone.

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

Public Comment:

***Motion by Ravn, seconded by VonLieshout to adjourn at 5:03 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary

		SEPTEMBER			
AA LOCK SERVICE	DO NOT DUP KEYS	8/24/2021		\$40.00	55200-02-15000
AMERICAN WELDING	CHEMICALS FOR POOL	8/20/2021	7993870	\$242.66	55420-03-50000
BAJA'S	COLORAMA SHIRTS	9/23/2021	18135	\$478.50	55300-03-41500
BEACON ATHLETICS	BLADE	10/27/2021	537325	\$82.00	55200-03-40000
BILL SCHROEDER	SECURITY DEPOSIT	9/21/2021	VOUCHER	\$50.00	10-21-7200
BRIAN SLADEK	SECURITY DEPOSIT	9/1/2021	VOUCHER	\$100.00	10-21-7200
BRIDGES VITUAL ACADEMY	SECURITY DEPOSIT	8/30/2021	VOUCHER	\$100.00	10-21-7200
BRITTANY SOYK	SECURITY DEPOSIT	9/21/2021	VOUCHER	\$50.00	10-21-7200
CHRIS TESKE	SECURITY DEPOSIT	9/22/2021	VOUCHER	\$50.00	10-21-7200
CINDY FOX	SECURITY DEPOSIT	8/30/2021	VOUCHER	\$50.00	10-21-7200
CINTAS	UNIFORMS JIM/JOE/RYAN	8/26/2021	4094025418	\$93.21	55200-03-46000
CINTAS	MOPS/MATS	9/23/2021	4096769168	\$189.90	55400-02-23250
CINTAS	UNIFORMS JIM/JOE/RYAN	9/21/2021	4096769214	\$135.45	55200-03-46000
DAVE'S COUNTY MARKET	COLORAMA	9/24/2021		\$35.77	55300-03-41500
DAVE'S COUNTY MARKET	BARLEYFEST	9/24/2021		\$12.72	BARLEYFEST
DAVE'S COUNTY MARKET	COLORAMA	9/25/2021		\$8.33	55300-03-41500
DAVE'S COUNTY MARKET	BIRTHDAY PARTY DRINKS	8/15/2021		\$2.99	55420-03-40100
DAVE'S COUNTY MARKET	BIRTHDAY PARTY DRINKS	8/15/2021		\$4.78	55420-03-40100
FERGUSON	SENSORS	8/6/2021		\$39.75	55200-08-91000
GINA ORLANDO	SECURITY DEPOSIT	9/28/2021	VOUCHER	\$100.00	10-21-7200
HAVEN	SECURITY DEPOSIT	9/21/2021	VOUCHER	\$50.00	10-21-7200
HILLSIDE CHURCH	SECURITY DEPOSIT	8/30/2021	VOUCHER	\$50.00	10-21-7200
HOLLY WESTBERG	SECURITY DEPOSIT	9/21/2021	VOUCHER	\$100.00	10-21-7200
IVY BRUNNER	SECURITY DEPOSIT	9/28/2021	VOUCHER	\$50.00	10-21-7200
JAMIE FINUCAN	SECURITY DEPOSIT	8/30/2021	VOUCHER	\$50.00	10-21-7200
LINDSAY HERSHEY	SECURITY DEPOSIT	9/21/2021	VOUCHER	\$100.00	10-21-7200
LORI JOSIGER	SECURITY DEPOSIT	9/21/2021	VOUCHER	\$50.00	10-21-7200
MARATHON FEED & GRAIN	ROUNDUP	8/24/2021	5008324	\$462.00	55200-08-91225
MARIA PLAWMAN	SECURITY DEPOSIT	8/30/2021	VOUCHER	\$50.00	10-21-7200
MARILYN SCHMIDT	SECURITY DEPOSIT	9/21/2021	VOUCHER	\$50.00	10-21-7200
MEGAN ROBERTS	SECURITY DEPOSIT	9/21/2021	VOUCHER	\$50.00	10-21-7200

MENARDS	CLASSIC PATIO BLOCK	8/18/2021	1791101	\$13.08	55200-08-91000
MERIDITH PREBEG	SECURITY DEPOSIT	8/30/2021	VOUCHER	\$100.00	10-21-7200
MERRILL ACE HARDWARE	CARWASH ZIP FOR CLEANING SLIDE	8/25/2021	208859	\$4.99	55300-03-41500
MERRILL ACE HARDWARE	BOLT EYE	8/16/2021	208577	\$2.49	55200-03-40000
MERRILL ACE HARDWARE	DUCT TAPE	8/23/2021	208774	\$5.99	55200-03-40000
MERRILL ACE HARDWARE	BEE SPRAY	8/23/2021	208760	\$41.93	55200-03-40000
MERRILL ACE HARDWARE	BEE SPRAY	8/23/2021	208772	\$47.92	55200-03-40000
MERRILL ACE HARDWARE	ODOR NEUTBEADS	8/27/2021	208936	\$6.99	55200-03-40000
MERRILL AQUA JAYS	SECURITY DEPOSIT	8/30/2021	VOUCHER	\$100.00	10-21-7200
MERRILL AREA UNITED WAY	SECURITY DEPOSIT	9/22/2021	VOUCHER	\$100.00	10-21-7200
MERRILL HIGH SCHOOL	SECURITY DEPOSIT	8/30/2021	VOUCHER	\$50.00	10-21-7200
NAOMI PRAHL	SECURITY DEPOSIT	8/16/2021	VOUCHER	\$100.00	10-21-7100
NAPA AUTO PARTS	SEAL LEAD ACID BATTERY	8/23/2021	918632	\$132.34	55200-03-40000
NICOLE KLEINCHSMIDT	SECURITY DEPOSIT	9/1/2021	VOUCHER	\$50.00	10-21-7200
POWER HOUSE LAWN LEISURE	OIL MIX	8/23/2021	325990	\$80.89	55200-08-90500
RIESTERER & SCHNELL	BELT	8/16/2021	2052177	\$91.89	55200-03-50000
RIVER COUNTY	HITCH PIN	10/31/2021	242025	\$9.99	55200-03-40000
RYAN BAGUHN	SECURITY DEPOSIT	9/21/2021	VOUCHER	\$50.00	10-21-7200
S & S	SECURITY DEPOSIT	8/30/2021	VOUCHER	\$50.00	10-21-7200
SAMS CLUB	COLORAMA	9/24/2021		\$201.15	55300-03-41500
SAM'S CLUB	BARLEYFEST	9/24/2021		\$134.98	BARLEYFEST
SARA BELZ	SECURITY DEPOSIT	9/28/2021	VOUCHER	\$100.00	10-21-7200
SILVER CREEK SERVICES	PORTABLE TOILET RENTAL	8/27/2021	168195	\$125.00	55200-02-15000
THERESA SWIECHOWSKI	SECURITY DEPOSIT	9/28/2021	VOUCHER	\$100.00	10-21-7200
TOTAL TOOL	VESTIL MOTOR HOIST	9/23/2021	4966659	\$651.08	26-31-5390
WAID FUNERAL HOME	SECURITY DEPOSIT	9/21/2021	VOUCHER	\$100.00	10-21-7200
WALMART	COLORAMA	9/24/2021		\$36.80	55300-03-41500
WALMART	BARLEYFEST	9/24/2021		\$43.51	55300-03-41500
WASUUAU CHEMICALS	HYPO CHLOR	8/20/2021	377.15	\$280.80	55420-03-50000
WASUUAU CHEMICALS	HYPO CHLOR	8/18/2021		\$631.80	55420-03-50000
WPS	OTT'S PARK	9/13/2021	0401276260-00033	\$893.05	
ZOELLNERS GREENHOUSE LLC	TREES	8/16/2021	6444	\$190.00	55200-08-91000

DORCAS MARTIN	SECURITY DEPOSIT	8/30/2021	VOUCHER	\$100.00	10-21-7100

City of Merrill



9/29/2021, 1:29:57 PM

 City Limit Tax Parcel Boundary

PLSS Section

☐ PLSS Township

 **Municipal Boundaries**

Public Roads LG Scale Address Points

 State Highway

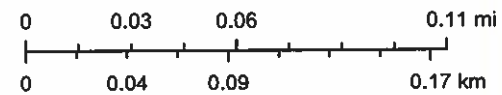
Town and City

Address Points

SITE WITH BLDG

Parcel PINs

1:4,514



City of Merrill, Esri Canada, Esri, HERE, Garmin, INCREMENT P, USGS.

Web AppBuilder for ArcGIS
City of Merrill, WI



October 2021 Parks & Recreation Director's Report

Parks: Another month has flown past us again and we are still mowing a lot of grass. I will not complain because that means that our weather has been very nice throughout September and I think we can all agree that we can soak up as much of this as possible. It has been nice, and I am extremely thankful for having our new full time employee. We especially feel it this time of year when all of the seasonal employees are gone – and we still have almost the same workload as we did during the summer. We have been working on landscaping for the T.B. Scott Tower with employees at Park City Credit Union. They are donating their time and funding for the landscaping and we are responsible for getting materials there and setting things up for them. The plants were planted on 9/27 and they will continue to water them for a few weeks until they are established and things freeze. We put things in place for them and will finish that project off with a path to the east side of the tower and install an interpretive panel explaining the history of the tower. That panel/sign was donated by Lin & Greg Kautza. I am working on a guard rail for the tower simply to provide a barrier to discourage people from hanging on, touching, mistreating it. Money was donated towards the landscaping and fencing portion of the tower (and matched by PCCU) and I am hoping to wrap this up but raw materials for fencing are not as readily available currently so we'll keep at it until we find a solution. Along with mowing yet, the crew has still been keeping park restrooms and shelters in order to finish out our park reservation season. Parks "close" on October 1st and we will begin to deep clean and winterize things right after that so we are ready for the winter cold to set in. As things transition into fall, we will continue to mulch leaves in the parks and button up things that need to be taken care of. We also take time to give some TLC to our athletic fields that were used very heavily (which is a great thing) this year. We will try and get things aerated, over seeded, and top dressed so that we keep all of our playing surfaced in tip top shape each and every year. I have been working with the Street Department to work on our park shelter concrete aprons to hopefully get that accomplished yet this fall. Everyone has been in the same boat with being extremely busy with projects. We are going to use some of our non-lapsing funds to invest in a new chemical controller for the Aquatic Center and hopefully do that this fall so that things are set for next year. The new one will allow us to remotely monitor and adjust our chemical levels. This will save us a tremendous amount of staff time and chemicals and will be a very wise use of technology for our situation. We also have a lot of memorial benches and signs to install. We have been waiting for the plaques that go with them to be finished (COVID has held up many things for us and others all year). Once everything is done, we will install them and finish them for those who have purchased them. The new River Bend Trail segment will have fencing installed most likely in November and a few lights installed as well so we are looking forward to being able to officially open that section shortly after that. Once again thank you to the Street Department for helping with a lot of work on that segment, including a pedestrian crossing by West Main Street just east of the 6th Ward Bridges. We are going to have a few budget meetings coming up in mid-October and at the end of October as well. I hope that we are able to accomplish all of our budget goals and decisions efficiently this year.

Forestry: I have still been doing quite a few tree inspections and setting up fall tree prunings and removals with the Street Department. I have already ordered and received all of our trees for our fall planting this year. I wanted to order early this year so we could get what we want, and so that we can get started as soon as I get the sites organized and digger's hotline for each of them. I need to finalize all of the sites, as well as match each species to each site according to site features (boulevard size, overhead lines, tree size, tolerance to compaction/salt, etc.). We are going to be able to plant an extra 30 trees this year because of our WDNR Urban Forestry Grant that we received for this year. This grant covered the extra trees and allowed us to do the forestry ordinance work that we finished up during our last Commission meeting. After things settle down and winter settles in, I have a few virtual trainings that I have signed up for that I am looking forward to.

Recreation: We have our Fall/Winter recreation guide just about ready to roll out to the public. We are confident that we will be able to offer some of the programs that we were not able to last year, as well as add a few more. We are excited to be bringing back Little Dribblers as well as Breakfast with Santa and some Halloween activities as well! Another great job by Dawn in organizing things! Our 38th Annual Colorama Bike Ride (9/25) was down a bit this year most likely due to a year off and COVID concerns from out of town riders. It was still successful but hopefully we bounce back even stronger in the coming years once the COVID concerns quiet down. Our youth flag football league is still taking place and has been going well for the most part. We did have to cancel a few games due to school related quarantines and team number shortages so we'll do our best to get in what we can with what is left of good weather and daylight. I do think that everyone has enjoyed their experience to this point though.

Smith Center: Barleyfest is being held on October 2nd in the Smith Center and hopefully all goes well. We're going to be down a bit this year with brewery participation due to COVID related policies that some breweries/distributors have enacted as well as staffing shortages at some locations as well. But we have a great event organized for everyone and will make the best out of what we can as we always do. Barleyfest will end our dry floor event season. We are very proud of our "bounce back" dry floor season that we had this year, as it was one of the better ones that we have had in over a decade. WE had a very good and consistent number of events throughout the season and I hope to continue this success into the future. We had a great number of very different and unique events this year: weddings, birthday parties, quincenero, quincenera, reunions, family parties, celebrations of life, June Dairy Breakfast, Children's Festival, Paper Cities Kennel Club Dog Show, wedding and baby showers, Barleyfest, MYHA Movie Night, etc. It was great to see people getting back together as a community as well as welcoming in visitors from all over the country. We will soon be putting things back in place and preparing the arena for the ice making process – we are scheduled to have our ice painted on October 18th and will have final ice depth for skating hopefully by the end of that weekend.

Respectfully Submitted,

A handwritten signature in dark ink that reads "Dan Wendorf" with a stylized flourish underneath.

Dan Wendorf
Parks & Recreation Director
City of Merrill