

Langlade County Fairgrounds Advisory Committee Minutes

Date of Meeting: October 25, 2012 at 3:30 p.m.

Place: Conference Room, Forestry Office, Fairgrounds

Members Present: Chairman Jeffrey Zalewski, Ronn Krueger, Angie Close, Shane Lund, and Rhonda Klement

Members Absent: None

Others Present: Dennis Mattmiller and Pamela Jankowski

Agenda Item #1 Call the Meeting to Order: The meeting was called to order by Chairman Zalewski at 3:30 p.m., in the Conference Room, Forestry Office.

Agenda Item #2 Approve Minutes of September 27, 2012 meeting: Motion by Angie Close, seconded by Ronn Krueger to approve the minutes of the September 27, 2012 meeting. Angie Close makes a motion to amend the previous minutes to state that the Steering Committee should come up with a list of possible uses for the new barn and they are invited to bring their information to this Committee to discuss uses and rental rates together. All ayes. Motion carried.

Agenda Item #3 Citizen Comment: None present – Ronn Krueger stated that USAC will be available to come and submit their proposal regarding use of the track on Thursday, November 1, 2012 at 3:30. We are scheduling a special meeting for that date and the representatives from Mole Lake will be here then with members of the counsel, Manager of the Hotel, Mr. McGeshick and also Mr. VanZile. Krueger stated their anticipated proposal would be that they will pay Langlade County \$50,000 annually. These funds are to be used on Fairgrounds improvements, repairs, etc., however the committee sees fit and these funds will not go in the County General Fund for any other use. In return they want their 2 annual races per year, the Off-Road Races, and their Snowmobile Races. They may also want more time slots utilizing the track in the future. They would also like to provide more grandstand seating near the track. This proposal would commence immediately if approved. Angie stated that maybe Gary Olsen should be present regarding the financial matters. Notices to be sent for the Special Meeting to the Committee, Gary Olsen, Robin Stowe, and members of the Public Property Committee.

Agenda Item #4 Events:

Discuss Scheduling of the Fairgrounds: Chairman Jeff Zalewski is concerned about the multiple scheduling of the events. He would like to have Terry Poltrock, who does the scheduling of the grounds, contact Nate Heuss in Maintenance to make sure there would not be a conflict with the events, for instance parking, rest room facilities, kitchen facilities etc. He stated the Committee and the Maintenance Department should be informed in a timely manner of any changes in the event schedule.

Discuss Racing Proposal by Jerry Olson-USAC (2013) and any other Racing

Proposals to be presented: Zalewski stated that he and Ronn Krueger met with Jerry Olson from USAC to discuss racing issues. He has given a schedule of dates in 2013 that they would want the track reserved. Zalewski would like to take this list to Public Property to approve and make sure this is a viable list. Krueger stated there are conflicts with the list provided by Olson. Discussion presented regarding deposits for events and scheduling. Motion by Shane Lund to request Jerry Olsen come to the next Public Property Meeting scheduled for November 5, 2012 and discuss his racing schedule. Seconded by Angie, all ayes, motion carried. This item will be put on the Agenda for the next Public Property Committee meeting.

Discuss Fairgrounds Invoicing Forms: Angie would like to have the invoicing voucher that is created for billing purposes revamped to be better understood by the users. She feels that the Maintenance Department should be involved in the content of this invoice. She stated that it should be attached to the Rental Agreement each user receives so there are not any questions regarding the charges a user may be responsible for. Motion by Rhonda Klement to have this form revamped with input from both Poltrock and the Maintenance Staff and brought to this Committee for approval. Seconded by Angie, all ayes, motion carried. Dennis Mattmiller stated that clay from the track gets on North Avenue and clean up is an expense the user should have to pay. These are the types of expenses that should be disclosed to the users up front.

Agenda Item #5 Discuss Cattle Barn:

- a. **Building Name** – 4-H is handling this issue.
- b. **Rental Rates** – Zalewski stated this is on-going, different rates for different parts of the grounds are needed. Angie would like a meeting with the Steering Committee to discuss various uses of the barn for rental purposes so they can come up with an agreement together. Mattmiller stated that the barn will not be rented out until 2013 because it is not completely finished yet. Research to be done for uses and rental rates.
- c. **Update on Appreciation Party** – Dennis Mattmiller stated that they had approximately 200 people for dinner. The event was a success, the food was wonderful, the barn painting by Mr. Igl went over well. Zalewski stated that Mattmiller did great job with his presentation. Grand Opening, will be held in the Spring and will be open to the public.

Agenda Item #6 Discuss Antigo Stock Car track assets: Zalewski explained to this Committee that Antigo Stock Car was to have a plan for removal to present to Public Property at their last meeting. They did not have a written plan and wanted to negotiate a settlement for the assets. Zalewski explained the proposed settlement and stated that the Stock Car Association had limited time to let the County know what they decided. If Antigo Stock Car agrees to accept the proposed settlement, this will be taken to the County Board at the next meeting in November.

Agenda Item #7 Old Business:

- a. **Work on Year-End Report-** Zalewski would like to put a report together to present to Public Property to justify this Committees efforts for improving the grounds and the revenue of the Fairgrounds. A financial report of revenues and expenditures was produced by Gary Olsen, Finance Director that the committee members reviewed. The Committee would like a report dating back 2 years for comparison reasons. Zalewski would also like to obtain a list of new events and past events from previous years to see if we have lost any users.

Agenda Item #8 Grounds Improvements: This item will be taken off the Agenda until Spring.

Agenda Item #9 Discuss AED Defibrillator for Grounds: Shane Lund stated it was brought to his attention that the Multi Purpose Building needs 1 possibly 2 defibrillators. The price for each unit is approximately \$1,700 plus the box to house it at \$34.99 and 2nd set of pads for adult use at \$169.99. Krueger stated there are organizations that donate these units. Lund had checked into grants, they didn't seem to qualify. Zalewski will discuss this at the Public Property Committee Meeting with his Fairgrounds Advisory Report. Steve Berg has offered to train people on this defibrillator if needed.

Agenda Item #10 Fairgrounds Use Policy: Add billing form and Multiuser Policy to FG Policy.

Agenda Item #11 Marketing Update: Rhonda Klement would like to see the available dates advertised on the Fairground sign for renting the grounds. Discussion presented regarding who has the authority and the final decision as to what advertising is allowed on that sign. The Committee recommends the availability dates for 2013 to be put on the sign. The Committee stated that we need a sign policy. This item will be put on Agenda for next month to have a sign policy done. Klement stated that Keith Wilson bought and paid for a commercial grade stove and Public Property needs to be made aware of it so Keith can be reimbursed. When Dennis Klement presents the Fair report to the committee, he can discuss this issue also.

Agenda Item #12 Next Meeting: The next meeting will be November 29, 2012 at 3:30 pm.

Agenda Item #13 Adjournment: Motion by Close, Seconded by Lund to adjourn at 4:55 p.m. all ayes, motion carried.

Respectfully submitted,

Pamela Jankowski
Recording Secretary