

## **Langlade County Fairgrounds Advisory Committee Minutes**

**Date of Meeting:** June 21, 2012 at 3:30 p.m.

**Place:** Conference Room, Forestry Office, Fairgrounds

**Members Present:** Chairman Jeffrey Zalewski, Nick Salm, Ronn Krueger, Rhonda Klement and Angie Close

**Members Absent:** None

**Others Present:** Robin Stowe, Gary Olsen, Janet Lutzow, Shane Lund, Pat Dolezal 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 May 24, 2012 meeting:** Motion by Nick Salm, seconded by Ronn Krueger to approve the minutes of the May 24, 2012 meeting. All ayes. Motion carried.

**Agenda Item #3 Citizen Comment:** Shane Lund appears representing the Antigo Area Youth Hockey Organization and he is inquiring about how to become a member of this Committee. The Committee stated that a set number of members had been agreed upon which was 5 members. The Public Property Committee could expand the members allowed. Nick Salm stated that he would agree to step down for Lund to become a member of this Committee if the Public Property Committee wanted to limit its membership to only 5 members. This item will be put on the next Public Property Committee Meeting Agenda.

**Agenda Item #4 Events:** Ronn Krueger stated his Off Road Racing Event is scheduled for July 7th & 8th, as well as the Zurko Flea Market Event. A charge of \$2.00 for parking will be in place to attend the Flea Market. The south entrance gate will be used as the entrance for the Flea Market and the north entrance gate will be used for admittance to the Off Road Races. The Gun Show will be back in the Fall. Stowe inquires about the promotion of the Friday nights that the stock car racers use to take away from the community and how we are getting the word out to schedule events on Friday nights. Discussion presented regarding Stock Car property remaining on the grounds. Rhonda Klement questions the use of the existing equipment and who gets billed for utilities and so forth. Stowe stated that Stock Car has until the end of the season to decide what to do about their property.

### **Agenda Item #5 Old Business:**

- a. Discuss Racetrack Deposit –. Zalewski discussed having a \$500 deposit for use of the race track to guarantee the track is put back to its existing condition. Angie Close presents a motion to charge a \$500 race track deposit, Seconded by Nick Salm, all ayes, motion carried.
- b. Hand Driers – Discussion was presented to see if the County wanted to have the same Company that the City went with. The County may get a discount from them for having a large number of their product in our area. The cost of installation of these units is approximately \$4,000 installed.
- c. Wi-Fi – Stowe stated he has been in touch with Cirinity and they would be able to install the equipment for Wi-Fi on the grounds. They will check with our IT Department to make sure there is no interference with our existing connections. Brice Widener from Cirrinity has been requested to attend the next meeting to discuss this proposal in greater detail. Discussion presented regarding running fiber optic lines to the Maintenance Department during the proposed re-paving project to eliminate the change of interference with the County's network connection for the Maintenance Department.

**Agenda Item #6 Forestry office changes:** Robin Stowe explained to the Committee the changes over the years regarding clerical duties that were being performed by for the Maintenance Department. Stowe stated that the Office Manager position was splitting time between the Forestry and Maintenance Departments (70% Forestry and 30% Maintenance). Many changes have taken place for the Maintenance Department and they are in need of more clerical support. Pam Jankowski has been helping with the clerical support in Maintenance and has been providing those clerical duties to the Public Property and Fairgrounds Advisory Committees also. Jankowski will be sharing her time between the Finance and Maintenance Departments. The Office Manager will continue to do the scheduling of the Fairgrounds and handling requests for the fairgrounds electronic message board. Stowe discussed the future possibility that the current structure for management and oversight of the fairgrounds may change such that the Advisory Committee (or a new standing Committee) may be given more power than to just *recommend* actions to the Public Property Committee.

**Agenda Item #7 Grounds Improvements:** Pat Dolezal appears from the Antigo Garden Club regarding the landscaping around the new barn and the grounds. Dolezal stated that if the 4-H clubs would come in and help with the landscaping projects, the Garden Club would be available to “mentor” them and supervise the projects. Dolezal will contact Nathan Heuss regarding the architect plans on the cattle barn so they can come up with their landscaping ideas. The landscaping project around the barn area may not be able to be done until Spring due to the fact this facility is still being built. Other areas of the grounds will be looked at first for beautification.

**Agenda Item #8 Fairgrounds Use Policy:** Nothing new at this time.

**Agenda Item # 9 Marketing Update:** Gary Olsen and Janet Lutzow are present to discuss the options available on the County website regarding a “closing survey” for users combined with a “Thank You” to send out so we can get some comments, likes and dislikes from users. Discussion presented regarding the responding address. The Committee decided that the responses should go to Pam Jankowski’s email address and also to Zalewski. Jankowski can then send the responses out with the Agendas for the upcoming meetings. Rhonda Klement and Angie Close will compile the information for submission to Lutzow.

Angie Close discussed with the Committee the distribution of brochures to promote the Fairgrounds. Discussion as to content of the brochures and how many should be printed followed. Various options for distribution were discussed including a company called 5-Star that the County has used before. Stowe commented that we should have more of a connection with the City and that the Fairgrounds should not be looked at as “County” only. If we worked together with the City, we could promote things like overflow camping from the Lake Park when events are taking place there. The County does have a camping permit and the Committee will contact Nathan Heuss for the rules and restrictions of this permit.

An issue arose regarding the Fairgrounds Marquee and a suggestion was made that the committee should have some input regarding the advertising that goes on the sign. The sign is to promote the Fairgrounds and not to promote any “businesses” for profit.

**Agenda Item #10 Next Meeting:** The next meeting will be August 23, 2012 at 3:30 pm.

**Agenda Item #11 Adjournment:** Motion by Close, Seconded by Krueger to adjourn at 4:35 p.m. all ayes, motion carried.

Respectfully submitted,

Pamela Jankowski  
Recording Secretary