

Langlade County Fairgrounds Advisory Committee Minutes

Date of Meeting: November 29, 2012 at 3:30 p.m.

Place: Conference Room, Forestry Office, Fairgrounds

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

Members Absent: Rhonda Klement

Others Present: Robin Stowe, Dave Solin, Dennis Mattmiller and Pamela Jankowski.

Agenda Item #1 Call the Meeting to Order: The meeting was called to order by Chairman Zalewski at 3:31 p.m., in the Conference Room, Forestry Office.

Agenda Item #2 Pledge of Allegiance: Pledge of Allegiance was recited.

Agenda Item #3 Approve Minutes of October 25, 2012 meeting: Motion by Angie Close, seconded by Ronn Krueger to approve the minutes of the October 25, and November 1, 2012 meetings. All ayes, Motion carried.

Agenda Item #4 Citizen Comment: None presented.

Agenda Item #5 Events:

- a. **Discuss Scheduling of the Fairgrounds:** Chairman Zalewski stated they have several track events for 2013.
- b. **Discuss Racing Proposal by Jerry Olson-USAC (2013):** Zalewski stated that Mr. Olson will be coming to Public Property Meeting to discuss his proposal.

Agenda Item #6 Discuss Cattle Barn:

- a. **Rental Rates** – Angie Close stated that the Barn would probably not be rented until 2013. Dennis Mattmiller stated that he has been approached about renting a wing in the barn for trailer storage. This will be discussed at the upcoming Public Property Meeting December 3rd.

Agenda Item #7 Discuss Antigo Stock Car track assets:

- a. **Update on Mole Lake's possible proposal:** Representatives from Mole Lake were unable to attend the meeting to present their proposal. Robin Stowe advised the Committee that ASCI has agreed in principle to the offer proposed by the Public Property

Committee. Robin will be meeting with Mole Lake to follow up on their generous donation to secure these racetrack improvements. The Public Property Committee will finalize this Transfer Agreement at their meeting on December 3rd. Ronn Krueger advised that a Memorandum of Understanding (MOU) is needed so Mole Lake can issue the check to the County.

Agenda Item #8 Old Business:

- a. **Work on Year-End Report:** Close provided a list of accomplishments for 2012 that this Committee has accomplished. Items were discussed. The Committee will work on this and bring a report to the January Public Property Meeting.
- b. **Lock Replacements:** New locks have been installed on the grounds.

Agenda Item #9 Fairgrounds Use Policy:

- a. **Dumpsters** Close stated there is some confusion regarding charging a fee for dumpsters on the grounds. Discussion presented, the dumpsters should be included in the rental fees and not an added charge. The Committee will work on fees for rental that would include dumpsters and other itemized charges that are currently being billed separately.

- b. **Billing Form** Close discussed trying to simplify the billing form so it is easier to read and more user friendly. A flat rate for cleaning was mentioned instead of itemizing each product. Also, creating the form so it has the most used items we charge for listed and adding to the form any additional items that need billing for items not so commonly used for every event. The Committee would like to have a billing form presented to users initially with their rental forms to eliminate any hidden charges the user may feel are being charged.

The Committee would like Gary Olsen to be invited to the next meeting to help with setting up some of these flat rate charges so it is financially feasible. The Committee also wants input from the Maintenance Staff due to the fact they are doing the work and have the knowledge as to what they need to have for supplies and their time etc. Zalewski stated that Tim Rusch, Highway Commissioner, said they would be willing to do some track work for users at a cost that would be competitive, and with sufficient notice so there would be no scheduling conflicts. This will be discussed further at our next meeting.

Agenda Item #10 Fairgrounds Key Policy: This will be put on the Agenda next month as well as the Sign Policy.

Agenda Item #11 Marketing Update: Closing Survey is now available on-line and is getting mailed to the users with the invoices. Close stated she is working on a brochure promoting the fairgrounds and is just waiting for the new rental rates for the barn and verifying some additional information before printing them.

Agenda Item #12 Next Meeting: The next meeting will be December 20 at 3:30 pm.

Agenda Item #13 Adjournment: Motion by Lund, Seconded by Close to adjourn at 4:40 p.m.
all ayes, motion carried.

Respectfully submitted,

Pamela Jankowski
Recording Secretary