

Langlade County Fairgrounds Promotional Committee Minutes

Date of Meeting: December 21, 2016 at 4:30 p.m.

Place: Conference Room, Forestry Office, Fairgrounds

Members Present: Chairman Bob Benishek, Rhonda Klement, and Angie Close.

Members Absent: Shane Lund and Jack Anderson

Others Present: Ron Barger, Robin Stowe, Shaughn Novy, Donna Wolf, William Bell, and Pam Jankowski.

Agenda Item #1 Call the Meeting to Order: The meeting was called to order by Chairman Bob Benishek at 4:33 p.m. in the Conference Room, Forestry Office.

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

Agenda Item #3 Approve the Minutes of the November 16, 2016 meeting: Motion to approve the minutes by Angie Close, Seconded by Rhonda Klement, all ayes, Motion carried.

Agenda Item #4 Recognition of others present and public comments on agenda items or to request an item be added to a future agenda: Attendees introduced themselves. No items requested to be added to a future agenda.

Agenda Item # 5 Fairgrounds Budget Review: The Committee was given handouts prepared by Finance Director, Gary Olsen regarding the Budget. The Committee would like Olsen to come and discuss the budget at the next meeting.

Agenda Item #6 Approve revision of sanitation policy for concessions in the Multipurpose Building or any other building on the grounds where small animals are present: Ron Barger and Robin Stowe have been working on revising the sanitation policy for the Fairgrounds. The current policy is basically geared towards use of the Livestock Pavilion. We recently had animals in the Multipurpose Building for an event and this is how the policy became to be revised. A draft was submitted by Stowe and discussion presented. Barger would like a user friendly document clearly stating the expectations for each building that may be used for animal events. Revised policy to be presented at the next meeting for approval. A Hand Washing Station has been approved for purchase by Board of Health to be used for animal events. This will be owned by the Health Department and housed at the Fairgrounds. Maintenance is asked to place the unit when needed at the proper building. This item will be on the January Agenda.

Agenda Item #7 New Event – Rib Mountain Riders – Introduction: William Bell representing Rib Mountain Riders Motorcycle Club based in Wausau is present to explain the event they would like to host 2017. He gives background of the club and states they are a non-profit organization. June 24, 2017 they are planning races. They will have local food vendors, dealer representatives and parts/equipment vendors on the grounds. Motion to allow this event by Close, Seconded by Klement, all ayes, motion carried.

Agenda Item #8 Update on Northwoods Triple Crown Festival – 2017: Shaughn Novy and Donna Wolf gave an update on this event. They are applying for grants and moving forward. Novy provides a list of needed repairs to the track and horse arena. Close calculated proposed fees for rental of the grounds for this event. \$600 per day for 3 days for a total of \$1,800 was suggested for rent only. Utilities, Maintenance Fees, and other charges per policy will apply. Animal waste to be disposed of by the user and also comply with the sanitation policy. Motion by Klement to set the rent at \$1,800 for 3 days which includes all the buildings and areas of the grounds except the Exhibition and Commercial Buildings. Camping will also be included. Seconded by Close, all ayes, Motion Carried \$600 deposit will be needed to secure the dates.

Agenda Item #9 Overnight Horse Camping: Pam Jankowski briefly explained this item. Emily Doucette will be invited to the next meeting to discuss further.

Agenda Item #10 Memorandum – Summary of duties and responsibilities of the Fairgrounds Promotional Committee: Stowe goes over memorandum of duties and responsibilities. The Committee would like clear delegation and clarification from the Public Property Committee. Most of the policies are set for the grounds and that was one of the main duties of this Committee. Members are to prepare a list of needs, authority, and clarification of their role as a Committee from Public Property. A Joint meeting with Public Property to be scheduled to discuss the Memorandum.

Agenda Item #11 Discuss funding additions to the Fairgrounds for overnight camping: This item will be held over to next month.

Agenda Item #12 Review and Discuss Overnight Camping Policies: This item will be held over to next month.

Agenda Item #13 Discuss creating a long range plan for Fairgrounds: This item will be held over to next month.

Agenda Item #14 Review and approve press release for the Newspaper: This item will be held over to next month.

Agenda Item #15 New Business: Bob Benishek is going to contact the Badgerland Classics and Customs Car Club to extend an invitation to bring their event to the Fairgrounds. Robin Stowe sent out Tribal letters and Menomonee would like to meet regarding a Memorandum of Understanding for improvement funds.

Music in the Park is moving their “rain-out” events to Peaceful Valley. The Farmers Market is also moving to Peaceful Valley.

Agenda Item #16 Old Business:

- a. **Antique Show – Future event:** Benishek has been in phone contact with a potential user to bring this event to Langlade County.
- b. **Obtaining Portable Lighting:** Looking for avenues to obtain this.
- c. **Love Locks – Fence Safety:** The fence will be reinforced if needed to make sure it is not a safety hazard.

- d. **Portable Hand Washing Station:** Ron Barger stated the Board of Health will purchase a Portable Hand Washing Station to be used for events where it is needed. It will be stored at the Fairgrounds and the Maintenance Staff will place it where needed for events.

County Board Supervisor Joe Novak had contacted Stowe regarding the use of the tables and chairs for Breakfast on the Farm. The Policy currently states that these items are not to be loaned out for non-affiliated County functions. It was questioned in the past whether Breakfast on the Farm is 4-H affiliated and in order to loan the tables and chairs 4-H may want to get involved. Novak felt that 4-H has plenty to do with Breakfast on the Farm at this point and agrees to allow them to continue to use the tables and chairs.

Agenda Item #17 Marketing Update: None

Agenda Item #18 Next Meeting: The next meeting is scheduled for January 18, 2017 at 4:30 p.m. at the Forestry Office Conference Room.

Agenda Item #19 Adjournment: Motion by Close, Seconded by Klement to adjourn at 6:25 p.m. all ayes, Motion carried.

Respectfully submitted,

Pamela Jankowski
Recording Secretary