

**Langlade County  
Fairgrounds Promotional Committee Minutes**

**Date of Meeting:** June 13, 2013 at 7:00 a.m.

**Place:** WOOD TECHNOLOGY BUILDING  
312 FORREST AVENUE  
ECONOMIC DEVELOPMENT CORPORATION MEETING  
ROOM

**Members Present:** Jeffrey Zalewski, Angie Close, Shane Lund, and Rhonda Klement,

**Members Absent:** Ronn Krueger

**Others Present:** Corporation Counsel Robin Stowe, Nate Heuss, Dennis Mattmiller  
and Pam Jankowski

**Agenda Item #1 Call the Meeting to Order:** The meeting was called to order by Chairman Jeff Zalewski at 7:00 a.m., in the EDC Meeting room – Wood Technology Building.

**Agenda Item #2 Discuss Policies and Procedures for the Fairgrounds:**

Discussion presented regarding the TrailCon Event scheduled for August. Shane Krueger represents Wheels Unlimited and will be invited to the next meeting to discuss Multi-User event.

Track Deposit clarified, anyone using the track will pay a \$500.00 Track Deposit, this would include demolition derby, racing, and anyone using the track in the front of the Grandstand.

Dennis Mattmiller will research rental rates for the new Livestock Pavilion and this item will be put on the next Agenda.

**Event rental rates for the Livestock Pavilion:** Motion by Shane Lund to charge \$300 rent for use of the Pavilion which would include the center and 2 wings – Non-Profit fee would be \$200. Seconded by Rhonda Klement, all ayes, Motion carried.

**Racetrack Scheduling:** Motion by Klement to allow a minimum of 4 days before the event to allow a sufficient period of time for track preparation and 2 days after the event to allow time for track clean up, Seconded by Angie Close, all ayes, Motion carried.

Motion by Klement that the racetrack has to be reserved a minimum of 10 days in advance for an event, Seconded by Lund, all ayes, Motion carried.

**Event Advertising Signs:** Motion by Close that signs shall be affixed to the boundary fence no more than 2 weeks prior to an event and “free-standing” signs may be placed inside the grounds or in the median by the Hwy, no earlier than the day before the event, Seconded by Lund, all ayes, Motion carried.

**Maintenance Staff Working Hours:** Motion by Klement stating users will be charged a minimum of 1-hour for a worker to return to the Fairgrounds for an event after their normal working hours and to add their normal work hours to the policy, Seconded by Close, all ayes, Motion carried.

**Furnishing Alcohol at an Event:** Insurance certificate must note coverage for claims arising from furnishing of alcohol.

**Grading and Maintenance of the Racetrack:** Verbiage removed from existing policy stating the Langlade County Highway Department is the only entity that can grade and maintain the racetrack. Revision to state: Grading and Maintenance of the Racetrack is the responsibility of the user. The Langlade County Highway Department would provide their services upon reasonable notice and at a competitive rate.

Discussion presented regarding a “walk-thru” of the grounds by Committee members and compiling a complete inventory of what equipment is on the grounds, who owns it, who can use it and does it belong on site. A meeting will be scheduled in the future for this purpose.

**Blacktopped areas:** Motion by Klement - no staking, fastening or permanent marking permitted on these areas of the fairgrounds without the FPC’s approval. All tents, canopies, and display booths shall be free-standing, Seconded by Close, all ayes, Motion carried.

**Sectional Rental Rates Effective 2014:** Motion by Lund to set rental rates for the area lying between Hwy 45/Superior Street and the Fairgrounds Road running between Arctic Street and North Avenue at \$250 for profit users and \$150 for non-profit, Seconded by Klement, all ayes, Motion Carried.

Dennis Mattmiller reported on the Grand Opening Barn Event.

**Agenda Item #3 Adjournment:** Motion by Lund to adjourn at 9:10 a.m., Seconded by Close, all ayes, Motion carried. Next meeting date is June 27, 2013 at 4:00 p.m. Forestry Building Conference Room.

Respectfully Submitted,

Pamela Jankowski  
Recording Secretary