

October 20, 2021  
Fair & Recycling Committee Meeting

Present: Scott Gald, Kerry Severson, Danielle Cooper, Peg Kaul, Van Nelson, Carla Doudna, Buford Marshall, Jason Kleppe, Kristopher Clark

Meeting called to order by Severson at 5:02pm.

Severson requested a motion to approve the posting of public notice and the agenda. Doudna verified posting was made. Motion by Kaul to approve, second by Cooper, motion carried.

Severson asked for confirmation that all members received the minutes via email, with no additions or correction suggested, requested a motion for acceptance. Motion by Kaul to approve all the minutes presented with no additions or corrections, second by Cooper, motion carried.

No citizen comments.

Jason Kleppe addressed his event in July and the concerns he had with the maintenance of the grounds. He felt the grounds were in disarray and he shouldn't have been responsible to bring it up to standard for his event. He felt that everyone else benefited from it. He borrowed a tractor and batwing mower to mow. It was acknowledged that the grounds hadn't been used in 2 yrs., given the pandemic, the department was in transition of a new groundskeeper and that B. Marshall was available to assist in the mowing, spraying, weed-eating, bleacher bench repair, spraying of bees and the other wild life control Kleppe spoke of. Doudna noted that the department supplied all that and more. It was also noted that the area Kleppe wanted mowed was typically hayed by Austin Clary and if he wanted it mowed he would have had to do that himself. Kleppe stated that he had requested with Gald, after his event, to be placed on the next agenda and that this meeting was the first one since then. Doudna acknowledged that communication. Doudna updated him that in the future he should be communicating directly with her that the office administers the policy and procedure set forth by the County Board and the Fair Committee and if he doesn't get resolution his next step is the County Administrator. Kleppe paid his invoice from July. Kleppe addressed the committee about having the event here in 2022, Doudna questioned that given past communication about not having it here but the date was open. Kleppe would like to continue having it here and inquired about a 2022 contract. Doudna stated the grounds contract is being revised and that the rates wouldn't change for 2022. Doudna stated that in the future this office would invoice him for the bathroom cleaning and pay the party that the department uses for those services. Severson stated he'd like to see the event here at the grounds and would be penciled in like all the other events for 2022. Doudna stated that once the new contract was prepared a meeting would be scheduled with all event holders. Kleppe spoke about the unpaid Fair Event and that Southwest Pullers had always been paid after the show. Doudna spoke about past fair events since 2015 and they had never been paid after an event. She stated that the final cost was always communicated the week following the fair, then the check was mailed. Per Doudna, that was set up with Guy Nelson in 2015 after a class was added outside the sign contract and so Southwest wouldn't have to issue refunds. Doudna also noted that in 2019, the contract was modified, per Kleppe, to show true cost. The check request was processed and mailed on Monday, September 9, 2019, the day following that fair. Doudna stated that Attorney Windle noted the text sent to Carla Doudna from Kristopher Clark, President of Southwest Pullers, would be accepted as the amendment to the Southwest contract. The check will be processed by the County on Thursday, October 21, 2021 and Clark will meet with Doudna at the fair office that afternoon.

Gald joined the meeting at 5:35pm.

Doudna stated that Larry Sebranek, with the local Vietnam Veterans, would like to place three flag poles on the grounds to fly the American Flag, Wisconsin State Flag and the POW/MIA Flag. The idea is to have them closer to the office, committee agreed the best location would be the area between the stairs to the office and the Connection Building. Gald stated that the water line ran from the office through that area, so would need to be cautious when digging. Motion by Nelson to have Marshall remove the pole and apple tree and approve the project by the Vietnam Veterans, second by Copper, motion carried.

Doudna reminded the committee that January 1, 2022 the 4-H Leaders would take possession of the old VFW building. The building would transfer from the County to them, understanding that it would transition back to the County when they opt to stop using it. The committee requested the resolutions state that the fair office can use the building at any time for an event outside of the fair as long as it didn't conflict with the 4-H Leaders scheduled events. Motion by Peg to present the resolution with that verbiage for approval from Attorney Windle and transition to the County Board, second by Nelson, motion carried.

The committee discussed the 2021 fair. Overall, staffing was the primary concern and need. The committee understands it's impossible to predict and list every need but would like to see staff hired as an LTE, trained and be brought back each year for the fair. Doudna will provide the committee with a rough estimate of staffing needs. The committee would like to see the office hours staggered so Doudna and Hady aren't working 15-20 hour days during that week. The committee would like to see the Species Superintendents attend the meeting prior to the fair, for review. Kaul talked about some the concerns and complaints she had taken. The primary issue was staffing the gates. The committee agreed that primary revenue source needs to be staffed with prior training before the fair to ensure smooth transitions. Kaul talked about the gate prices, proper gate coverage between the Conservation Building and the creek. Doudna stated that overall the fair was a success and hoped that having the County Administrator, County Staff and a number of County Board Members onsite that worked gates, fair office and assisted in general labor will help educate all on the needs. There will be more discussion at the next meeting.

Doudna will be attending the Fair Convention on January 9-12, 2022. Information will be passed on when its received so Severson, Cooper and Hady can possibly attend. The committee requested that we sponsor a table in the hospitality room for \$75, if they have it again. Motion by Gald to approve the cost of the convention and sponsor the hospitality room at \$75, second by Copper, motion carried.

2022 Fair was discussed. Clark mentioned that Southwest Puller changed the contract and presented the new one. Doudna will forward the contract to Attorney Windle prior to commitment and signing, the committee will review at a later date what they would like to bring to the fair. Doudna talked about moving the Demo to Saturday night in 2022. The committee discussed bands, comedians, and other options for the grandstand. Doudna will look into promoters and music options, national and local for the next meeting. Doudna will get the contracts for the Ax Throwing and Balloon Artist for 2022 and submit those to Attorney Windle as well. More discussion at the November meeting. Doudna stated she would have the sanctioned clubs for review and a few additions at the November meeting. The Fairbook will be retyped by the office and printed without a cover to cut costs for 2022.

The committee would like to see leasing and purchase pricing on the mower with seat support and lease options for the skidster. Motion by Copper to have Doudna talk with Administrator Langreck regarding a purchase of a mower using our leasing funds, move forward with all steps needed by Doudna to have this matter resolved by the November meeting, if possible, second by Gaul, motion carried.

Capital Expenditure Projects we discussed. The committee discussed the estimate that was given by Wis-Coat, LLC for the following: Crack-Sealing (18,126ft<sup>2</sup> x .22 per ft<sup>2</sup>) \$3,987.72 Crack-Sealing of North Entryway road to second intersection, then south along west side of office until intersection. Will also include the cracks along building and on edge of Cement-Asphalt Joint. Patching with Cold Mix \$1,200.00 Patching along Cement/Asphalt Edge near office, with cold mix asphalt, to eliminate trip hazard. Nelson stated that was a good price, committee agreed and wished to move forward on the project yet this year if possible. Marshall will reach out to them and inquire. Motion by Kaul to proceed with the work paying from Fund 33, second by Cooper, motion carried. Doudna talked about the Fund 75 balance for the Fairgrounds work to get done by the end of 2022. Gald reviewed the lighting and electrical work here at the grounds. Gald will get the estimate from The Richland Center Utilities for the purchase and install of the lighting that runs along the entrance road from AA Gate, he will have the track lighting checked for its longevity so we can get an estimated replacement plan in place. Gald will provide Doudna with the needed materials for Administrator Langreck and the Finance and Personnel Committee so approval can be given and a project date scheduled. Marshall will reach out to paving companies again, issue is the job is small for the grandstand area. No one wants to commit all the equipment needed for minimal return, will work on road paving estimates. Marshall will look into the repair of Building 10, the committee agreed that we need a storage area and can't afford to have the building collapse. Doudna will reach out to Tri County Building Supply to request an estimate for remaining fence line from the grandstand area to the barn gate entrance on to the track. Doudna stated the Jasen Glasbrenner spoke with her about applying for the Tourism Capital Grant along with the City, if that option is offered. The deadline is November 12. Motion by Gald to apply, make request to Administrator Langreck, and move forward with plans, second by Kaul, motion carried.

YTD Financials, no questions.

Doudna reviewed the recycling. The committee inquired on the separation process and if there were changes. Doudna will reach out to Town & Country sanitation and the DNR contact in Madison.

Coordinators Report. Doudna updated the committee on the Monster Truck War scheduled for Saturday, October 23. Committee expressed their concern with parking and the way it was advertised. Doudna stated the grounds were rented by the company and she did express her concerns to them about charging for parking and listing the price on their postings, ultimately we can't dictate how or what they charge. She suggested if people inquire to direct them to the website, monstertrucks.fun, for contact information. Doudna will move forward with placing ad for the two open citizen member seats.

Bill Pay. Spreadsheet was emailed to all members, Doudna presented an updated sheet listing informational items such as; deposits and pending invoices. Motion by Nelson to approve the bills presented, second by Gald, motion carried.

**Next Fair Board Meeting will be held at the Richland County Fairgrounds Conference Room on Monday, November 29, 2021 @ 5pm.**

Motion by Gald to adjourn, second Nelson, motion carried.

Respectfully submitted,

*Carla Doudna*

Carla Doudna, Fair & Recycling Coordinator