

**CITY OF RHINELANDER
PARKS, BUILDINGS & GROUNDS COMMITTEE
MEETING MINUTES
February 28, 2011 – 4:00 P.M.**

MEMBERS PRESENT: Sherrie Belliveau, Tom Gleason, Joe Salzer, and Tom Kelly, Alex Young

MEMBERS ABSENT: None

OTHERS PRESENT: Gunder Paulsen, Mayor Dick Johns, Mary Hardtke, Deb Wiess, and Lisa Larson of Headwaters, Scott Hyke of Great Lakes Watercross Racing Events, Bob Lake, and Laurie Goscha.

CALL TO ORDER

Chairman Belliveau called the meeting to order at 4:00 p.m. The media was notified, the agenda was posted, and a quorum was present to do business.

APPROVAL OF PAST MEETING MINUTES

SALZER/GLEASON, MOTION TO APPROVE THE JANUARY 31, 2011 MINUTES. ALL AYE; MOTION CARRIED.

DEPARTMENTAL ACTIVITY REPORT

- One burial
- Election was set up and taken down
- Snow removal
- Picnic table repairs

UNFINISHED BUSINESS

DISCUSS/APPROVE SKATEBOARD PARK RELOCATION PROJECT

Alex Young reported that the group has met a couple of times. By the next Parks meeting they will bring a proposal for approval to start work on the project. They are working with the Kids in Need group on the logo design, and want to get the kids involved in planting trees around the perimeter. They will not be bringing in the actual design of the park yet, but will be showing examples, and they would like permission to use the area.

DISCUSS/APPROVE HEADWATERS INC. CONTRACT FOR CLEANING SERVICE

Sheila Pisut of Headwaters explained that they have many contracted sites where they do cleaning. The contract guarantees that the work gets done to employer standards. There

would be no liability, no paperwork, or transportation issues.

Lisa Larson added that they try to find jobs for individuals that want to work independently. You can get a tax credit on them of up to \$2,400 per individual. Wages can be reimbursed up to 20% to give them work experience. All paperwork is done, and there is minimal work for the employer. They also assist with job training and support.

When they cleaned for the Museum Complex and the Animal Shelter, it gave 10 people jobs. They had 55 hrs a month, cleaned inside and outside, doing repairs, and cleaning. They used their own cleaning supplies, including a mower.

Mary asked if they would reconsider people with disabilities, and would appreciate being able to partner with the City.

Gunder Paulsen agreed that they have a great program, but financially, a seasonal employee would work better.

Mary Hardtke noted that the City could get incentives if they hired under the Headwaters program.

Sherrie Belliveau asked Mary to speak with Bill Bell and Gunder Paulsen about this.

NEW BUSINESS

DISCUSS/APPROVE HODAG WATER SHOWS SPRING CHILL THRILL ON MARCH 19, 2011 AT HODAG PARK

No one from Hodag Water Shows was in attendance, but they had provided the overview plan of the event, and the waiver of release and liability to the committee.

KELLY/GLEASON, MOTION TO APPROVE THE HODAG WATER SHOWS SPRING CHILL THRILL ON MARCH 19, 2011 AT HODAG PARK. ALL AYE; MOTION CARRIED.

DISCUSS/APPROVE PERSONAL WATERCRAFT RACING AT HODAG PARK Aug 27 & 28th.

Scott Hyke of Great Lakes Watercross explained that they would use an area on shore from the water ski show to where the culvert is by the ball diamonds. They would use the beachfront for racers to set up. They may possibly want to rent Hodag #3 shelter for their event. The starting gate would be built in front of the bleachers.

They would have the water activities done in good time for Hodag Waters Shows to perform at 7pm.

Sherrie Belliveau noted that approval would be contingent on liability being provided. It was noted that there would be a fishing tournament that same weekend, and that the shelter was already reserved. Gunder Paulsen asked if a different weekend was an option.

Scott agreed that August 20 & 21st would work for them. He noted that they would not be tying up the boat landing for this event.

Scott asked about ambulance service, and Sherrie told him to speak with Fire Chief Terry Williams, and also noted that most of the townships have emergency services available.

Mayor Johns asked if this may become a yearly event, and Scott thought that if they could get enough people to show up and some sponsors, that may be a possibility. Sherrie suggested contacting the Chamber of Commerce and DRI, along with the Police Department and Fire Department.

KELLY/YOUNG, MOTION TO APPROVE GREAT LAKES WATERCROSS AT HODAG PARK ON AUGUST 20TH AND 21ST, 2011, CONTINGENT ON PROOF OF LIABILITY. ALL AYE; MOTION CARRIED.

DISCUSS/APPROVE STREET TREE INVENTORY PROPOSAL

Gunder reported that they had been awarded the grant, and he would like to spend most of the money on the tree inventory. They need a plan of attack for the emerald ash borer and a management plan. Money coming back from the grant we would have to be spent by the City first to get reimbursed. Sherrie asked where the money would come from, and Bill Bell explained that we would get it from the general fund and put it back in after reimbursement. Gunder noted that the grant is 25,000, and the biggest expense is the tree inventory.

MATTERS OF EMERGENCY/INFORMATIONAL NATURE

Bob Lake noted that he had some concerns about the Railroad Museum, such as handicap access, and what the donations to the museum could be used for. Sherrie explained that there will be a new structure for the board of directors, and that an advisory board is being created, made up of each of the museum entities, council members, community members and the Chamber Director. Their role would be to oversee staffing and talk about cash handling techniques. She suggested putting Bob on as a representative.

Sherrie stated that the kiosk, which was to be installed the following day, was not approved at a meeting. She noted that any project over \$5,000 has to be approved by committee. Bill Bell felt that it was like putting furniture in an office. Sherrie was adamant that this should not happen the next day, and felt that it would affect the historical integrity of the building. She stated that there were three people on the committee that would have voted no on this. Bill Bell noted that this was an administrative staffing project, it had come from the Finance Director's office, and normally, department heads are given discretion to do that. Mayor Johns felt that they should have toured the building earlier, and he didn't think it was appropriate to put the kiosk in now. Bill reminded them that they still need to provide adequate staffing levels, and this was not expensive for a whole office.

It was decided that the kiosk would not be installed the following day.

The Parks Committee toured City Hall with Laurie Goscha, while she explained what steps would be taken to bring the building up to current code, address moisture issues,

electric wiring, air conditioning, use of office spaces, and exterior masonry. The Parks Committee toured City Hall with Laurie Goscha, while she explained what steps would be taken to bring the building up to current code, address moisture issues, electric wiring, air conditioning, use of office spaces, and exterior masonry. During the tour, additional office space was found upstairs to accommodate Gunder Paulsen's office, allowing Jacquelyn Morrill to remain in her current office location. This eliminated the need for a kiosk/office location at this time.

CONSIDERATION OF BILLS & CLAIMS

SALZER/GLEASON, MOTION TO APPROVE THE CLAIMS IN THE AMOUNT OF \$23,947.16 ALL AYE; MOTION CARRIED.

FUTURE AGENDA REQUESTS AND MEETING DATE

The next regular meeting will be held on March 28, 2011 at 4:00 p.m. at City Hall

ADJOURNMENT

KELLY/GLEASON, MOTION TO ADJOURN THE FEBRUARY 28, 2011 PARKS, BUILDINGS & GROUNDS COMMITTEE MEETING AT 6:25 P.M. ALL AYE; MOTION CARRIED.

APPROVED BY _____

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