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3 **WASHINGTON COUNTY**  
4 **EDUCATION AND CULTURE COMMITTEE**

5 West Bend Company Regal Ware Museum  
6 West Bend, WI

April 12, 2011  
1:00 p.m.

7  
8 Present: Marilyn H. Merten, Michael C. Bassill, Kenneth W. Brandt, Raymond W. Heidtke, and  
9 Lee Krueger.

10  
11 Also Present: Administrative Coordinator Doug Johnson, 4-H Youth Development  
12 Educator/Department Head Kandi O'Neil , Farm Business Educator Alan Linnebur, Historical  
13 Society Executive Assistant Jodee Faber, Fair Park Executive Director Tera Greenland, Fair Park  
14 Accounting Manager Kris Zamzow, Facilities Manager Dave Loomans, Assistant Facilities  
15 Manager Deb Martz, County Engineer/Surveyor Scott Schmidt, CVB Director Elaine Motl, Chief  
16 Deputy County Clerk Mary G. Lemke, and County Clerk Assistant Terri Yerges.

17  
18 Chairperson Merten called the meeting to order and read the Affidavit of Posting.

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20 **MINUTES OF FEBRUARY 1, 2011**

21 A correction was requested on the minutes of February 1, 2011, line 42; should read 2011, not 2010.

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23 Moved by Mr. Heidtke, seconded by Mr. Krueger to approve the minutes of February 1, 2011, as  
24 corrected. Motion carried.

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26 **HISTORICAL SOCIETY REPORT**

27 Mr. Johnson distributed a report and stated that this report is a review of the history of agreements  
28 made by Washington County in the development of the Old Courthouse Museum through a public-  
29 private partnership. Mr. Bassill suggested that this committee meet with the Historical Society  
30 Officers to see where they stand on some of the issues presented.

31  
32 After some discussion, Mr. Johnson stated that whatever the direction recommended by the  
33 Education & Culture Committee, he would encourage the planning to proceed now for 2012-2014,  
34 so that both the County and the Historical Society will have mutually agreed expectations before the  
35 annual budget cycle for 2012 is underway.

36  
37 **REPORT ON ZIEGLER FAMILY EXPOSITION CENTER SIGN**

38 Mr. Schmidt presented a picture of the sign that AIS and the Ziegler family has approved. The sign  
39 was received from Appleton Sign on March 22, 2011. Gillitzer Electric will be installing the sign  
40 within the next six to eight weeks.

41  
42 Moved by Mr. Brandt, seconded by Mr. Heidtke to approve the report on the Ziegler Family  
43 Exposition Center sign with the acceptance of Mr. Schmidt's requirements for installing the sign.  
44 Motion carried.

45  
46 **2012-2017 FAIR PARK CAPITAL IMPROVEMENT PLAN**

47 Mr. Loomans and Mr. Schmidt presented an aerial view of Fair Park, which shows Fair Park  
48 pavement repair needs. Mr. Loomans and Mr. Schmidt discussed the asphalt projects.

1	<b>Year</b>	<b>Building/Location</b>	<b>Project Description</b>	<b>Total</b>
2	2012	Parking Lots	Asphalt Repairs and Replacement	\$100,000
3	2013	Parking Lots	Asphalt Repairs and Replacement	\$100,000
4	2014	Parking Lots	Asphalt Repairs and Replacement	\$100,000
5	2015	Parking Lots	Asphalt Repairs and Replacement	\$ 75,000
6		Pavilion	Water Heater BTC 250 (#1 of 2)	\$ 7,000
7		Pavilion	Floor Replacements	\$ 18,000
8	2016	Parking Lots	Asphalt Repairs and Replacement	\$100,000
9	2017	Parking Lots	Asphalt Repairs and Replacement	\$ 85,000
10		Pavilion	Flooring Replacements	\$ 15,000

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12 Moved by Mr. Brandt, seconded by Mr. Krueger to approve the 2012-2017 Capital Project plan as  
13 presented. Motion carried.

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### 15 **PARKING LOT BIDS**

16 Mr. Loomans stated that nine bids were received for parking lot 1A. The amount budgeted was  
17 \$85,000. The lowest bid was from ~~L&H Gear Construction~~ Gyr Excavating for \$73,174, which  
18 would include gravel, asphalt and striping. The completion date for this project would be June 30,  
19 2011.

20

21 Moved by Mr. Krueger, seconded by Mr. Heidtke to approve the low bid from ~~L&H Gear~~  
22 ~~Construction~~ Gyr Excavating in the amount of \$73,174 for construction of parking lot 1A. Motion  
23 carried with Mr. Bassill voting no.

24

### 25 **REPORT ON GUTTER DAMAGE TO BUILDINGS**

26 Ms. Martz circulated pictures of the gutter damage to the ~~buildings~~ Ziegler Expo Center . Ms.  
27 Martz reviewed a proposed preventative measure called snow gems. These will break up the snow  
28 and prevent damage.

29

30 Moved by Mr. Heidtke, seconded by Mr. Krueger to move forward with the repairs to the Vestibule  
31 Roof in the amount of \$1,350, and the West Roof in the amount of \$3,075, using the Capital  
32 Improvement Funds from 2010.

33

34 Mr. Heidtke asked about putting snow guards on the North door. Ms. Martz will take care of the  
35 North door and Facility Management funds will be used.

36

### 37 **AIS FINANCIAL REPORT**

38 Ms. Zamzow distributed copies of the Balance Sheet and the Profit and Loss Statement and  
39 reviewed the highlights.

40

41 Moved by Mr. Krueger, seconded by Mr. Heidtke to accept the report. Motion carried.

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### 43 **AIS REQUEST FOR \$260,000 CHANGE FUND FOR THE 2011 WASHINGTON COUNTY FAIR**

44 Moved by Mr. Brandt, seconded by Mr. Krueger to approve the AIS request for \$260,000 Change  
45 Fund for the 2011 Washington County Fair, and forward to the Finance Committee and the County  
46 Board. Motion carried.

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48

1 **AIS REQUEST FOR \$250,000 LINE OF CREDIT FOR 2011 WASHINGTON COUNTY**  
2 **FAIR PRE-FAIR EXPENSES**

3 Moved by Mr. Brandt, seconded by Mr. Bassill to approve the AIS request for a \$250,000 Line of  
4 Credit for 2011 Washington County Fair Pre-Fair Expenses, and forward to the Finance Committee  
5 and the County Board. Motion carried.

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7 **AIS REQUEST OF ADDITIONAL RAISED FLOWER BEDS**

8 Moved by Mr. Bassill, seconded by Mr. Brandt to approve the AIS request of additional raised  
9 flower beds at Fair Park to be completed and paid for by UWEX Master Gardeners. Motion carried.

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11 **AIS REQUEST OF CHANGE TO INFORMATION CENTER**

12 Ms. Greenland informed the Committee that Fair Park and Kettlebrook Church went into  
13 partnership relating to the Information Center at the Fair. There will be volunteers to operate the  
14 Information Center. They would also like to make some small improvements on the Information  
15 Center.

16  
17 Moved by Mr. Brandt, seconded by Mr. Heidtke to approve the AIS request of change to the  
18 Information Center at Fair Park **with Washington County Engineer approval**. Motion carried.

19  
20 **AIS REQUEST FOR APPROVAL OF ADDITION OF GATE 2 FOR ENCHANTMENT IN**  
21 **THE PARK**

22 Moved by Mr. Bassill, seconded by Mr. Heidtke to approve the AIS request for an addition of Gate  
23 2 for Enchantment in the Park, to be paid with AIS funds. Motion carried.

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25 **AIS REQUEST OF ADDITION TO NAME – FAIR PARK & CONFERENCE CENTER**

26 Ms. Greenland stated that Elaine Motl has been helping book events and conferences at Fair Park,  
27 and they would like to add “Conference Center” to the name so people know that we have the  
28 facilities to host conferences, expos, and meetings.

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30 Moved by Mr. Bassill, seconded by Mr. Heidtke to authorize the name change to: “Washington  
31 County Fair Park & Conference Center,” after conferring with County Attorney Kim Nass. Motion  
32 carried.

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34 **CONVENTION AND VISITORS BUREAU REPORT**

35 Ms. Motl reported on advertising and projects being worked on by the Convention and Visitors  
36 Bureau. The Annual Banquet will be held on Thursday, May 5, 2011, at 6:00 p.m., at Fair Park.  
37 Starting May 1, 2011, the Convention and Visitors Bureau will launch their new website. It was  
38 suggested Ms. Motl report to this committee every other month.

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40 **STATE OF WACEC REPORT**

41 Mr. Heidtke updated the committee on the state WACEC meeting.

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43 **DISTRICT WACEC MEETING – MAY 13, 2011 IN MANITOWOC**

44 Ms. O’Neil gave details on WACEC and the District Meeting which will be held on May 13, 2011,  
45 in Manitowoc.

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47 **REPORT ON PILD**

48 Ms. Merten gave a report on the Public Issues Leadership Development (PILD) conference she  
49 attended April 3-8, 2011, in Alexandria, VA.

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**TRACTOR SAFETY CERTIFICATION UPDATE**

Mr. Linnebur gave a report on Tractor Safety Certification in Washington County.

**UW-EX EDUCATORS' MONTHLY REPORTS**

Ms. O'Neil distributed copies of the UW-Ex Monthly Newsletter and reviewed the highlights.

**NEXT MEETING DATE**

The next meeting of the Education & Culture Committee is tentatively scheduled for Tuesday, May 3, 2011, at 2:00 p.m. at the Public Agency Center.

**ADJOURNMENT**

Ms. Merten adjourned the meeting at 3:48 p.m.

Brenda J. Jaszewski, County Clerk