

1 **EDUCATION AND CULTURE COMMITTEE**

2
3 PAC
4 West Bend, WI

May 4, 2010
8:00 a.m.

5
6 Present: Michael C. Bassill, Kenneth W. Brandt, Raymond W. Heidtke, Lee Krueger, and Marilyn
7 H. Merten.

8
9 Also Present: Finance Director Sue Haag, Administrative Coordinator Doug Johnson, County Board
10 Chairperson Herbert J. Tennes, County Clerk Brenda Jaszewski, 4-H Youth Development
11 Educator/Department Head Kandi O’Neil, Community Development Educator Paul Roback, Fair
12 Park Executive Director Tera Greenland, Deputy Fair Park Director/Fair Manager Sandy Lang, Fair
13 Park Accounting Manager Debbie Hoefert, County Engineer Scott Schmidt, Facility Manager Dave
14 Loomans, Assistant Facilities Manager Debbie Martz, and Deputy County Clerk Karen Rupnow.

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16 Chairperson Tennes called the meeting to order and read the Affidavit of Posting.

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18 **ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON**

19 Mr. Brandt nominated Marilyn Merten as Chairperson. Moved by Mr. Brandt, seconded by Mr.
20 Heidtke to close nominations and cast a unanimous ballot for Ms. Merten as Chairperson.

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22 Mr. Brandt nominated Mr. Heidtke as Vice-Chairperson. Moved by Mr. Brandt, seconded by Mr.
23 Bassill to close nominations and cast a unanimous ballot for Mr. Heidtke as Vice-Chairperson.

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25 **MINUTES OF APRIL 6, 2010**

26 Moved by Mr. Heidtke, seconded by Mr. Brandt to approve the minutes of April 6, 2010, as
27 presented. Motion carried.

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29 **REVIEW RESPONSIBILITIES OF THE EDUCATION & CULTURE COMMITTEE**

30 Ms. Haag distributed copies of the code which covers the responsibilities of the Education &
31 Culture Committee.

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33 **2010 CAPITAL PROJECTS - DAVE LOOMANS & DEB MARTZ**

34 Mr. Loomans distributed copies of an aerial view of Fair Park, which shows Fair Park pavement
35 repair needs. Mr. Schmidt discussed the asphalt projects. The projects include asphalt patching,
36 shouldering, and crack fill and seal at a cost of \$67,000. There is \$75,000 available in 2010 for the
37 work and if any is left over, there are a couple other asphalt projects that could be completed.

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39 Moved by Mr. Bassill, seconded by Mr. Heidtke to approve the 2010 Capital Project expenditures
40 in an amount not to exceed \$75,000 for the asphalt patching, shouldering, and crack filling. Motion
41 carried.

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43 Ms. Haag explained that over the years, balances have accumulated from the Capital Improvement
44 Funds allowed for Fair Park that now amount to \$62,396.25. Mr. Loomans distributed additional
45 Capital Improvement Projects for 2010, which can be covered by these funds. The projects, and
46 estimated costs are as follows:

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|---|---|-------------------|
| 1 | Gutter Repair on the Ziegler Expo Center | \$2,700.00 |
| 2 | Storm Sewer Repairs | \$3,820.00 |
| 3 | Re-key all locks | \$3,263.00 |
| 4 | Snow Guards on the Ziegler Expo Center..... | \$4,370.00 |
| 5 | Crackfill & sealcoat inside fence | \$20,000.00 |
| 6 | Restripe parking stalls, handicap & crosswalks | \$1,985.00 |
| 7 | Floor Scrubber for Ziegler Expo Center | \$12,000.00 |
| 8 | Caulking & tuckpointing interior/exterior of Pavilion | <u>\$5,000.00</u> |
| 9 | Total | \$50,448.00 |

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 11 Moved by Mr. Heidtke, seconded by Mr. Brandt to approve the additional Capital Improvement
 12 Projects, as listed in the estimated amount of \$50,448. Motion carried.

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 14 **2011 - 2016 CAPITAL IMPROVEMENT PLAN**

15 Mr. Loomans distributed copies of the capital improvement plan for 2011 to 2016 and explained the
 16 projects, noting there is a total of \$100,000 allocated for Fair Park for each year.

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 18 Moved by Mr. Bassill, second by Mr. Heidtke to approve the 2011 – 2016 Fair Park Capital
 19 Improvement Plan as presented, and forward to the Executive Committee. Motion carried with Mr.
 20 Brandt voting no.

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 22 **ROOF DAMAGE FROM SNOW - DEB MARTZ**

23 Ms. Mantz explained that AIS is handling the roof damage on the Ziegler building because it is
 24 covered under warranty.

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 26 **FAIR PARK PROPERTY & LIABILITY INSURANCE COSTS**

27 Ms. Jaszewski stated that per the Lease and Operating agreements between Washington County and
 28 AIS, the cost of the county’s portion of property and liability insurance allocated to Fair Park is
 29 billed to AIS. The county’s allocation of property and liability insurance is based on square footage
 30 and prior to the county purchasing the buildings, a total of 48,000 sq. ft. was used. After the
 31 purchase, there is a total of 119,689 square feet. In 2010, the Fair Park allocation of cost was
 32 \$17,115, based on 48,000 square feet. If the county had used the 119,689 square foot allocation for
 33 2010, the cost would have been \$37,878, or a \$20,763 increase. Beginning in 2011, the cost for the
 34 county’s property and liability insurance will be based on 119,689 square feet, which will result in a
 35 significant increase.

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 37 **AIS UPDATES**

- 38 • **County Fair** – Ms. Lang updated the committee on entertainment that has been booked for
 39 the 2010 Washington County Fair. VIP tickets will again be available.
- 40
 41 • **Financial Report** – Ms. Hoefert distributed copies of the Financial Report and Ms. Haag
 42 explained the new format. Ms. Hoefert reviewed the highlights of the Balance Sheet & the
 43 Profit & Loss Statement.

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 45 Moved by Mr. Brandt, seconded by Mr. Heidtke to accept the Financial Report. Motion
 46 carried.

- 1 • **Caging in Ziegler Building** – Ms. Lang described the cage which is being requested to be
2 installed to separate items in the cooler to secure AIS purchased beverages.

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4 Moved by Mr. Brandt, seconded by Mr. Heidtke to authorize installing the caging in the
5 Ziegler Building cooler. Motion carried.

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7 **UW-EXTENSION OVERVIEW - KANDI O'NEIL**

8 Ms. O'Neil gave an overview of the UW-Extension.

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10 **DISTRICT WACEC MEETING - MAY 7TH - MANITOWOC**

11 Ms. O'Neil gave details on WACEC and the District Meeting which will be held on May 7, 2010, in
12 Manitowoc.

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14 **STATE WACEC MEETING - JUNE 22-23 - MILWAUKEE**

15 Ms. O'Neil gave information on the State WACEC Meeting which will be held June 22-23, 2010, in
16 Milwaukee.

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18 **UW-EXTENSION EDUCATORS' MONTHLY REPORTS**

19 Ms. O'Neil distributed the monthly Extension report and reviewed the highlights.

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21 **EDUCATIONAL APPEARANCE - PAUL ROBACK "ORGANIZATIONAL
22 DEVELOPMENT WITH COUNTY NON-PROFITS"**

23 Mr. Roback gave a report on his organizational development programming with non-profits in
24 Washington County.

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26 **PILD REPORT - MARILYN MERTEN**

27 Ms. Merten gave a report on the Public Issues Leadership Development (PILD) conference she
28 attended last week in Washington, D.C.

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30 **NEXT MEETING DATE**

31 The next regular meeting of the Education & Culture Committee is tentatively scheduled for
32 Tuesday, June 1, 2010, at 2:00 p.m. at Fair Park. A special meeting is tentatively scheduled for
33 Thursday, May 6, at 3:30 p.m. in room 103 of the Fair Park Pavilion.

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35 **ADJOURNMENT**

36 Ms. Merten adjourned the meeting at 11:14 a.m.

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Brenda J. Jaszewski, County Clerk