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**WASHINGTON COUNTY  
EDUCATION AND CULTURE COMMITTEE**

10 West Bend Co./Regal Ware Historic Museum  
11 West Bend, WI

12 April 3, 2012  
13 2:00 p.m.

14 Present: Marilyn H. Merten, Michael C. Bassill, Kenneth W. Brandt, Raymond W. Heidtke, and  
15 Lee Krueger.

16 Also Present: Finance Director Susan M. Haag, Administrative Coordinator Doug Johnson, County  
17 Attorney Kim Nass, County Board Chairperson Herbert J. Tennes, County Board Supervisors  
18 Richard L. Bertram, Dennis Myers and Peter I. Sorce, UWEX Community Development Educator  
19 Paul Roback, County Engineer/County Surveyor Scott Schmidt, UWEX Family Living Educator  
20 Marma McIntee, UWEX 4-H Youth Development Staff Assistant Agnes Wagner, Fair Park  
21 Executive Director Tera Greenland, Associate Fair Park Manager Sandy Lang, Assistant Facilities  
22 Manager Debbie Martz, Convention & Visitors Bureau Director Elaine Motl, Historical Society  
23 Executive Director Patricia Lutz, and County Clerk Assistant Gina Duck.

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

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**MINUTES**

31 Moved by Mr. Heidtke, seconded by Mr. Brandt to approve the minutes of March 6, 2012, as  
32 presented. Motion carried.

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**CONVENTION AND VISITORS BUREAU REPORT**

42 Ms. Motl distributed the 2012 Marketing Report as of April 2012 and 2012-2013 Official Visitors  
43 and Relocation Guide. She discussed the success of the 2012 membership campaign, distribution of  
44 the Visitors Guide, marketing efforts, 2012 Fair Park bookings through the CVB, financial support  
45 from municipalities, and community and membership projects.

46 Moved by Mr. Krueger, seconded by Mr. Brandt to accept the Convention and Visitors Bureau  
report. Motion carried.

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**HISTORICAL SOCIETY REPORT**

56 Ms. Lutz discussed recent events and offerings outlined in the April 2012 'Court Reporter'  
57 newsletter, and offered copies of the publication. Also discussed was their Board approval of the  
58 Lease and Operating Agreement, marketing efforts, upcoming fiftieth anniversary of the  
59 Courthouse, efforts to maintain access to the Regal Ware Museum during road construction, the  
60 Moraine Heritage Network, and involvement in the preservation of the Maxon Wright home site in  
61 Cedar Creek during possible road construction.

62 Moved by Mr. Brandt, seconded by Mr. Heidtke to accept the Historical Society report. Motion  
63 carried.

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**AIS FINANCIAL REPORTS**

No discussion or action on this item.

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2  **AIS REQUEST FOR \$250,000 CHANGE FUND FOR 2012 COUNTY FAIR**

3 Moved by Mr. Bassill, seconded by Mr. Krueger to approve the resolution ‘Advance from General  
4 Fund – 2012 County Fair – Change Fund’ and forward to the Finance Committee and County  
5 Board. Motion carried, with Mr. Heidtke abstaining.  
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7  **AIS REQUEST FOR APPROVAL OF ZIEGLER LANDSCAPE PROPOSAL FROM RON**  
8  **BAST**

9 Ms. Greenland informed the committee that the Bast family would like make a donation, in memory  
10 of Rollie Bast, for the landscaping project around the Ziegler Family Exposition Center and sought  
11 confirmation that the landscaping plan had final approval. Per Ms. Merten, the landscape plan was  
12 approved in a previous meeting with the understanding that no County funds will be used. Per Ms.  
13 Greenland, approximately \$300 will be spent by AIS for two trees.  
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15  **AIS REQUEST FOR APPROVAL OF CEILING FAN INSTALLATION IN SMALL**  
16  **ANIMAL BARN**

17 Ms. Greenland request permission to install 10 – 54” commercial grade ceiling fans and two  
18 switches in the small animal barn. The cost will total \$3,050, \$1,500 of which will be paid by the  
19 Kettle Moraine Dog Club, who requested the fans and has signed to a three year rental commitment.  
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21 Moved by Mr. Brandt, seconded by Mr. Heidtke to approve the request to install 10 – 54”  
22 commercial grade ceiling fans and two switches in the small animal barn at no expense to the  
23 County. Motion carried.  
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25  **FINAL DISCUSSION AND RESOLUTION FOR AIS LEASE AND OPERATING**  
26  **AGREEMENT**

27 Ms. Nass distributed copies of exhibits B, C, D, and E of the AIS Lease and Operating Agreement,  
28 and described the purpose for each exhibit. Exhibit A will be revised by Ms. Nass to reflect current  
29 County owned property at Fair Park. Ms. Martz is to provide Ms. Haag with her list of County  
30 property at Fair Park, to allow for any necessary additions to Exhibit B. Ms. Nass shared that the  
31 Lease and Operating Agreement was reviewed by AIS, and the six minor changes suggested by AIS  
32 were discussed. A resolution to be presented to the County Board was distributed to the  
33 Committee. It was agreed that the AIS Lease and Operating Agreement will be implemented  
34 immediately upon its passing by the County Board, and the five year contract will begin January of  
35 2013.  
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37 Moved by Mr. Bassill, seconded by Mr. Krueger to approve the final draft resolution for the AIS  
38 Lease and Operating Agreement as revised, including exhibits, and forward to the County Board.  
39 Motion carried with Mr. Heidtke abstaining.  
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41  **RESOLUTION COMMEMORATING THE 75<sup>TH</sup> ANNIVERSARY OF THE**  
42  **WASHINGTON COUNTY ASSOCIATION FOR HOME & COMMUNITY EDUCATION**

43 Ms. McIntee distributed and discussed a request for resolution, regarding a commemoration for the  
44 75<sup>th</sup> Anniversary of the Washington County Association of Home and Community Education, a  
45 program supported by the University of Wisconsin Extension/Cooperative Extension.  
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1 Moved by Mr. Heidtke, seconded by Mr. Krueger to approve the resolution Commemorating the  
2 75<sup>th</sup> Anniversary of the Washington County Association of Home and Community Education, and  
3 forward to the County Board. Motion carried.

#### 4 5 **EDUCATIONAL APPEARANCE**

6 Ms. Wagner discussed recent 4-H activities in the areas of art, music and drama, archery, rocketry,  
7 robotics, woodworking, and animal exhibition. She distributed programs from the 2012 Music &  
8 Drama Festival. The next two months will be filled with many events and activities, including  
9 County Fair preparation, 4-H camp and youth trips.

#### 10 11 **4-H YOUTH DEVELOPMENT EDUCATOR UPDATE**

12 Mr. Roback shared that the group of candidates was narrowed from seven to three following  
13 interviews two weeks ago, and reference checks have been completed. The Committee will  
14 interview the final three candidates on April 4, 2012 at 1:00 pm. Following these interviews, Mr.  
15 Roback would like the Committee to recommend their first and second choice for the position.

#### 16 17 **FAMILY LIVING EDUCATOR UPDATE**

18 Mr. Roback shared that a visioning session was held on Friday, March 30, showing that this  
19 position should focus on the areas of health and wellness, coalition-building, financial literacy, and  
20 a connection between the education system, employers, and families. He hopes to have the position  
21 posted by early June, 2012 and have a tentative start date of September 1, 2012.

#### 22 23 **UWEX EDUCATORS' MONTHLY REPORTS**

24 Mr. Roback distributed and discussed UW Extension Program Highlights from April 2012.  
25 Updates were provided on programs such as Agriculture/Agribusiness, 4-H Youth Development,  
26 Family Living Education, Nutrition Education, and Community Development.

#### 27 28 **NEXT MEETING DATE**

29 The Education and Culture Committee is tentatively scheduled to meet on Tuesday, May 1, 2012 at  
30 2:00 p.m. at the Public Agency Center in Room 3224.

#### 31 32 **AUTHORIZATION TO PROCEED WITH ZIEGLER FAMILY EXPOSITION CENTER** 33 **ROOF PROJECT**

34 Mr. Tennes announced that a possible anonymous donor may cover the cost of the cupolas project  
35 at the Ziegler Family Exposition Center. The cost of the six proposed cupolas with weathervanes,  
36 (one over main entry and five on roofline) including design, materials, construction,  
37 labor/installation, lighting/electrical and warranty, would be approximately \$70,000. The donor  
38 would pay the contractor directly and would like the cupolas to be installed prior to the County Fair.  
39 Mr. Schmidt described the design, dimensions and installation specifications of the project. Ms.  
40 Nass reviewed legal issues pertaining to the project.

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42 Moved by Mr. Brandt, seconded by Mr. Heidtke to proceed with the Ziegler Family Exposition  
43 Center roof project, giving authorization to enter into a donor agreement, to pursue the project under  
44 the supervision of the County Engineer and County Attorney, at no cost to the County, with an  
45 attempt to obtain the best warranty available. Motion carried.

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1 **ADJOURNMENT**

2 Ms. Merten adjourned the meeting at 4:28 p.m.

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Brenda J. Jaszewski, County Clerk