

COMMITTEE: Oneida County Fair Planning Team

PLACE: Pioneer Park Fair Grounds
South Oneida Avenue, Rhinelander

DATE: Wednesday, August 4, 2010

TIME: 5:15 p.m.

Committee Members Present: Craig Mandli, Tina Werres, Cindy Eckardt, Jenny Zier, Nancy Gehrig, Freda Waalkens, Patricia Broukal, Lisa Kuczumarski and Melanie Ostermann. Excused absence: Bill Bell

Others Present: Marilyn Riggs

Call to order and President's announcements: The meeting was called to order by President Craig Mandli at 5:25 p.m. The meeting has been properly noticed and the facility is handicap accessible.

No announcements were made.

Approve agenda for today's meeting. Denise Rheaume-Brand made the motion to approve the agenda, with the order of agenda items at the discretion of the President. It was seconded by Jenny Zeir. All ayes. Motion passed.

Approve minutes of July 21, 2010: Freda Waalkens made the motion to accept the minutes of the previous meeting. It was seconded by Nancy Gehrig. All ayes. Motion passed.

Contracts to approve. None.

Individual Reports. None. Tina thanked everyone for working hard. She gave an update of Tom Swearingen, who collapsed earlier that day during the set up process. Brian Gehrig has stepped up to assist in Tom's absence. Several of Tom's friends will help as needed. Tina excused herself to deal with a problem that needed to be handled.

Next meeting date. The UW Extension office is meeting Monday, August 23, to evaluate the fair. After a brief discussion it was decided the Fair Planning Committee should meet Wednesday, August 18. The meeting will be held at the Curran Professional Building at 5:15 pm. Members are to plan to discuss and evaluate the fair. (Note: The meeting date has been changed to Wednesday, August 25, 5:15 pm so Dan Kuzlik may attend.)

Public comments. The committee is wrapping up the planning for the fair and working today to complete set up.

Last year everyone who worked on the committee received two wristbands as a thank you. Denise Rheaume Brand made the motion to contribute carnival wristbands to each committee member as it had been done the previous year. The motion was seconded by Jenny Zeir. All ayes. Motion passed

Lisa Kuczmarski voiced her opinion that a wristband should be given for every 5 hours of work. She brought up minimum wage to support her position. Lisa then made the motion to make the requirements of 5 hours per wristband. It was seconded by Jenny Zier. All ayes. Motion passed.

Lisa announced the wristbands would be distributed at the Gazebo site.

Lisa Kuczmarski said there needed to be 2 other people present than Melanie Ostermann when money was being counted in the office trailer. I wrote down the names and times people present determined.:

| | |
|-------------------|--------------------------------------|
| Thursday 10 pm: | Jenny Zeir and Bill Bell |
| Friday 4 pm: | Romelle Vandervest, and Craig Mandli |
| Friday 10 pm: | Craig Mandli and Nancy Gehrig |
| Saturday 4:00 pm | Freda Waalkens and Nancy Gehrig |
| Saturday 10:00 pm | Lisa Kuczmarski and Bill Bell |
| Sunday 6:00 pm | Lisa Kuczmarski and _____. |

(I wrote Sun. 6pm down twice and omitted the name!)

Craig Mandli made a motion that the fair committee furnish a generator for the Hodag Farmer's Market. It was seconded by Jenny Zier. All ayes, Motion carried.

Items to be included on the next agenda.

- Fair evaluation
- Approve expenses for payment
- Team Leader Reports

Adjournment. Jenny Zier motioned to adjourn. Seconded by Freda Waalkens. All ayes. Motion carried. Meeting was adjourned.

Respectfully submitted by Melanie Ostermann, Fair Secretary

REMINDER: NOTES ONLY AS MEETING NOT POSTED IN TIMELY MANNER
These are NOT part of the minutes to be approved!

COMMITTEE: Oneida County Fair Planning Team

PLACE: Curran Professional Park – Room 104
315 South Oneida Avenue, Rhinelander

DATE: Wednesday, July 28, 2010 **TIME:** 5:15 p.m.

Committee Members Present: Craig Mandli, Tina Werres, Cindy Eckardt, Jenny Zier, Nancy Gehrig, Romele Vandervest (Representing UW Extension Ag.), Denise Rheume-Brand, Freda Waalkens, Patricia Broukal, and Melanie Ostermann. Excused absence: Bill Bell, Lisa Kuczarski

Others Present: Barry Eckardt, Travis Eckardt, Tom Swearingen, Marilyn Riggs, Patty Fitzpatrick (representing Ministry Healthcare), Jan Juedes (representing Rhinelander Daily News), Jim Winkler (representing UW Extension Ag.), and Nancy Lillis (representing media).

Call to order and President's announcements: The meeting was called to order by President Craig Mandli at 5:19 p.m. The meeting has been properly noticed and the facility is handicap accessible.

No announcements were made.

Approve agenda for today's meeting. Cindy Eckardt made the motion to approve the agenda, with the order of agenda items at the discretion of the President. It was seconded by Denise Rheume-Brand. All ayes. Motion passed.

Approve minutes of July 21, 2010: Melanie advised the committee she forgot to write down who made the motion to approve the previous minutes, but she was sure it was Denise Rheume-Brand who seconded them. After brief discussion it was acknowledged that Nancy Gehrig had made the initial motion to approve. Jenny Zier made the motion to accept the minutes of the previous meeting with the correction of Nancy Gehrig making the motion. It was seconded by Theresa Seabloom. All ayes. Motion passed.

Approve committee member applications/resignations. None at this time.

Financial reports.

- **Budget changes.** Tina provided an updated listing of the revised budget projections indicating what the expenditures would be for the upcoming fair. Tina advised the committee the figures were within the projected estimates. It seems the committee is working within the anticipated expenditures. Estimated expenditures are listed at \$59,747.20 with anticipated revenue at \$77,800. Jenny Zier made the motion to approve the revised budget as proposed. Denise Rheaume-Brand seconded the motion. All ayes. Motion passed.
- **Itemized categories report.** Report dated 7/28/2010 was submitted to the committee and quickly reviewed.
- **Expenses.** Nothing submitted tonight, however committee is aware there will be expenses to approve in the near future.
- **Requests.** An invoice to NRG Media referencing Bill Mitchell for \$288.00 was submitted for approval. The committee received notice that the Vendor "Smoking Hillbillies" had withdrawn from participation in the fair, resulting in a refund request of \$190.00. Cindy Eckardt made the motion to approve both requests for payment. Craig seconded the motion. All ayes. Motion passed.
- **Purchases.** None submitted. Tina reported the need to purchase 2 more stakes for signs as the storm from Monday night broke two stakes.

Approve contracts. Tina expressed her hope that everyone managed to get all contracts (vendor contracts, musician contracts) signed and turned in so they could be paid the night of the fair. There was a slight discussion regarding the displeasure of several individuals being required to list their social security numbers, and the desire for the contracts to be written in a manner more consistent to the service provided. Hopefully next year some of the problems will be addressed in a manner that is more favorable to those parties involved.

Friends of the NRA request. The PPP committee (Persons, Property, and Protection Committee) approved two firearms to be displayed at the fair. Both will need to be secured to a board and have trigger locks on them.

Emergency plan. Ken Kortenhoft met with Tina and has a plan drawn up that is essentially the same as the previous year's plan. A draft copy was given to Tina, and both she and Melanie are reviewing it. Tina advised the committee that the two emergency shelters will be the old St Mary's Hospital location, and

Calvary Baptist Church. Should an emergency weather condition occur, those at the farthest end of the park are to be directed to the hospital location, with the rest of the park to be sent to the church. People are to be directed not to go to their vehicles and try to stay in them, or leave the park in a vehicle. Committee members may seek shelter in the cement bathroom or in the ball park dugout if there is not enough time to make it to the designated shelter. Ken Kortenhoft will provide walkie-talkies for communication, and the fire department will be responsible for unlocking the hospital. Both Tina and Theresa Seabloom will have keys for the church. There is not going to be back entry to the park this year so this also needs to be remembered should an emergency occur. Ken will provide the actual plan to us before the fair opens.

Correspondence. Tina read a thank you from Pat Dineen's family. Their appreciation was duly noted.

Tina also read a letter from the State Organization of the fair districts, asking the committee for a contribution to a raffle prize for the January meeting. Rhinelander will be the host location for the Fall District meeting; however they want to be able to announce the raffle prizes at their meeting in October.. Tina said this could be discussed at a later meeting; however she wanted members to be thinking about what could be provided in response to this request.

Tina reported that she received a firm "No" to the possibility of a back gate entrance to Pioneer Park for the fair. This came from both Bill Bell and Randy Knuth, stating that weather conditions had the project over a month behind due to delays caused by rain. Both individuals had hoped to provide an entrance to ease some of the vendor traffic and musician's loading/unloading of equipment. She announced there will be one lane of cars traveling on the opposite side of Oneida Avenue. There will also be a snow fence along the tree line to indicate boundaries.

Tina read correspondence she received asking about wristbands for those who had contributed their time prior to the fair opening. Last year everyone who worked on the committee received two wristbands as a thank you. Jenny made the motion to contribute carnival wristbands to each committee member as it had been done the previous year. The motion was seconded by Nancy Gehrig. All ayes. Motion passed.

A short discussion was held regarding the distribution of wristbands to participants who had to do community service as their fine to some offense. Jim Winkler request the participant not be given a wristband for accomplishing what he or she was required to do. Only after and if they contributed another 20 hours of contribution did the person qualify for a free wrist band. He stressed it was important not to devalue the "fine" by including the community service time in the equation. This was duly noted. Jim Winkler also informed the committee there were several 4-H participants who were currently working on behalf of the fair

and he believed they should be included in the 20 hours contribution toward a wristband. Tina advised the committee that all volunteers would have to check in with Melanie this year, and a wristband indicating the same must be worn by those who are volunteering. This is because it is necessary to have an emergency contact for each volunteer, and it will assist in a better idea of record keeping. Children under 12 must have signed parental consent on file. All committee members were encouraged to pass this information on to any volunteer.

Handicapped parking. Patty Fitzgerald advised the committee she has made arrangements for two golf carts to shuttle handicapped persons to the fair grounds. She expressed concern over the current desires to have the street open to traffic and the confusion with parking, or transporting among the traffic. Patty Fitzgerald was not comfortable with the plan that Bill Bell and Police Chief Mike Steffens agreed upon. Freda Waalkens expressed her displeasure to the proposed plan as well. Tina will request another meeting with the two gentlemen in an attempt to clarify and improve the situation. Among the questions asked was the question as to whether or not there would be a police officer available to help direct traffic. The farmer's market has a paint machine that might be available to help paint a temporary marking to help make the required spaces a person with a handicap requires to park a vehicle. Freda will check into that further, however, she stated that there are many of the participants of the market who will probably not sell product that Saturday. Patty Fitzgerald, Freda Waalkens, and Tina expressed their concern that they had not been included in the decision making process regarding the Handicapped Parking area or the Farmer's Market location during the fair event. This is being duly noted.

Team leader reports.

Skyland. Skyland is not going to be as much as it was hoped for. Joe Brauer has a group of remote control fliers who will operate their airplanes, but it is a minimal group of participants. The location for these people is yet to be determined.

Fair program. Currently the Rhinelander Daily News will produce a program to 4,000 of their subscribers, and do an overrun of 2,000 for handouts at the fair. Lisa Kuczarski will produce 2,000 to hand out.

Animal Alley. Cindy Eckardt said the animal area is pretty much ready to be set up. The animal events have been scheduled and they are ready to proceed with actual set up and what they need to do.

Volunteers. Nancy Gehrig is still securing volunteers for the fair. She was hampered somewhat because of the uncertainty of whether or not there would be a back gate. Now that this is not to be, she can move forward with what she has left to work with.

Nancy said she is still uncertain about the dunk tank, but Jim Winkler and Tom Swearingen are planning to look at one in Crandon. (There is also a stage that Jim wants to look at in the Crandon area.) The logging show will require the tank to be filled Wednesday or Thursday morning at the latest. The arrangements for both tanks will be completed before Sunday.

There is a drop tank for the animal area to provide water for the animals. Gunder Paulson is going to provide a 3" line coming from a hydrant that will have 5 couplings to provide water to other areas in the park. It is hoped this arrangement will provide more water and better water than last years set up.

There is a question that the fire department will hold a water fight in the animal arena at the end of Sunday's animal performances in the arena, Cindy said it will be find to use the animal arena after all the animal performances are done. Nancy said it will turn into a big muddy mess as there will be a lot of water involved. This too needs some final tweaking, but this will be taken care of.

Main Stage. Tom is ready to go. He informed the committee that several of the bands were not happy with the requirement to give their social information on the contract. He also expressed the concern of many of the individuals who play in bands as a hobby and they feel they are being penalized by requiring them to provide information as a professional band member. Tom also showed the committee a poster from one of the bands that will be posted around town.

Decorated Lighting Areas. Gary Fryar will decorate a pathway with lights on loan from DRI and others. It is hoped that there will more lighting than last year as he has more lights to work with. Nancy Gehrig's father is going to check the strands that will be used, but if possible he would prefer to share this chore with another individual. Pat Broukal said the committee will need to replace lights and to plan to do so.

Security. Travis Eckardt reported he has three people lined up for night security. Currently he will put two people on gates for four nights and have the other person roaming around the park. That person can monitor the camping area and the areas where instruments and vendor products are stored. The security is not scheduled during the daylight hours of the fair.

Schools and Open Classes. Denise Rheaume-Brand said the 4-H and Open Class Judging with photographs was done today. The judge took the time to make comments on many of the entries and shared them with those who contributed.

The Three Lakes School system is pleased to be included in the fair. Tina commented that an ad had been placed in the Eagle River newspaper because many Three Lakes residents subscribe to it. Tina said there was also a small ad in the Lakeland Times.

Jim Winkler added that all exhibits will be locked up at night, and that all judging would be done Wednesday or Thursday before the fair opens. Jim indicated the frame of the tent is in good shape, but many of the parts are rusted together and need to be treated with WD40 to loosen them. He will purchase a lubricant and see that this is done.

Florals and Hodag Farmer's Market. Freda said the potted plant judges are all lined up. The Master Gardeners are not having a booth because not enough men were available to participate in the fair. She said there would probably be no representation by the bee keepers in the area, because there were not enough people to man the booth. She is concerned over some of the issues with space, parking, and traffic concerning the Farmer's Market. Freda said many vendors were upset about the way things were orchestrated last year, and with the current changes in the market area, she anticipates very little participation from most of the vendors.

Back Stage. Theresa Seabloom reported that she has returned the financial forms as requested, however several of her participants are concerned over the requirements of the form. She indicated the same concerns that Tom Swearingen had expressed. Both Theresa and Tom will be meeting to discuss sound issues. Theresa also wondered if the city would be spraying for mosquitoes, and Craig replied that he doubted there would be spraying done.

Theresa said the logging museum has lots of signage indicating no pets, no food, and no unaccompanied children in the area. Tina indicated their poster also included the same information.

Theresa advised Tina that the church will give her key to the building Sunday.

Both Tina and Theresa are addressing room assignments for bands that will be spending the night.

Vendors. Patricia Broukal informed the committee that "Smoking Hillbillies" has canceled. She has received confirmation of 17 food vendors, but has also received three new applications today.

Organization. Melanie had nothing to report, but reminded people to write down anything they thought was important to share.

Tina made the request that all committee members participate in as much set up as possible. She suggested that they begin to erect tents on Sunday. There is a lot of stuff to be moved and or assembled before Wednesday, and with judging going on Wednesday, it is important that the majority of set up be done by Tuesday night. Most of all Tina stressed to "have fun!" Instead of having a fair planning meeting next Wednesday the committee is to be at Pioneer Park and contributing their time as needed.

Public comment. None

Next meeting date. Jim Winkler said the UW Extension office was meeting Monday, August 23, to evaluate the fair. After a brief discussion it was decided the Fair Planning Committee should meet Wednesday, August 18. The meeting will be held at the Curran Professional Building at 5:15 pm. Members are to plan to discuss and evaluate the fair.

Items to be included on the next agenda.

- Fair evaluation
- Approve expenses for payment
- Team Leader Reports

Adjournment. Jenny Zier motioned to adjourn. Seconded by Freda Waalkens. All ayes. Motion carried. Meeting was adjourned.

Respectfully submitted by Melanie Ostermann, Fair Secretary