

MARSHFIELD FAIRGROUNDS COMMISSION
Thursday, January 19, 2023 Meeting Minutes

1. CALL TO ORDER:

Meeting was called to order by Chairperson Tom Witzel at 12:05 p.m. at the 2nd Street Community Center.

ROLL CALL:

Present: Commissioners Tom Witzel, Bill Winch, Natasha Tompkins, Jeff Penzkover, Tom Buttke.

Absent: Pete Hendler.

Also Present: Justin Casperson, Parks & Recreation Director; Dale Christianson, CWSFA Manager, Adam Fischer, Wood County Board Supervisor.

2. APPROVAL OF MINUTES: *Motion by Tompkins, seconded by Penzkover to approve the October 13, 2022 Fairgrounds Commission meeting minutes; motion carried 5-0.*

3. CONFLICT OF INTEREST: None.

4. PUBLIC COMMENT: None.

5. FAIRGROUNDS COMMISSION:

- A. Financial Statement: Casperson shared the bank statement from the Wood County Treasury Department. The balance as of December 31, 2022 is \$17,040.44.
- B. Approval of Bills: None.
- C. Round Barn Windows: Casperson notified the windows were installed by Woodstock Construction. One window needs middle dividers, which Woodstock is aware and waiting for the company to build a new window.
- D. 10-Year Loan Update: Casperson told the Commission that the 10-year note ended at the end of 2022. For the past 10-years the Commission received \$50,000 (\$25,000 from City & \$25,000 from County) to be used for capital projects. The City has not taken any formal action on a 2023 payment. The County said they are not paying their \$25,000 until the Commission provides a list of projects.
- E. Capital Improvement List: Casperson and Christianson explained the concept of a new expo/office building in place of the Jr. Fair Expo and storage buildings to the south or in that area. The project entails replace the Jr. Fair Expo, John Deere Storage, Green Beef and Small Animal building and replace with a 25,000+ SF building that includes an office, kitchen, restrooms, and a large year-round expo area. There was some discussion about possibly keeping some of those building and moving the new Expo building somewhere else on the property. Casperson and Christianson plan to meet with Marawood Construction to discuss a new building budget. The estimate timeline from Marawood is 60-days.

6. FAIRGROUNDS MANAGEMENT REPORT: Christianson told the Commission the City froze the 2022 rates for 2023. The CWSFA agreed to the freeze, but wanted to still have the ability to come back to the City of inflation or costs get out of control.

7. CWSF REPORT: Christianson reported that the Fair went well, even with rain on Saturday and Sunday.

8. PARKS AND RECREATION: No report.

9. FUTURE AGENDA ITEMS: None.

10. NEXT MEETING: TBD – Based on Marawood's response on the Expo budget

11. ADJOURNMENT: Meeting adjourned by Witzel at 12:54pm

Respectfully Submitted: Justin Casperson, Director of Parks & Recreation