

Fair Park Committee Meeting Minutes
Jefferson County
Jefferson County Fair Park
Activity Center
503 N. Jackson Avenue
Jefferson, WI 53549

Date: Thursday, December 6, 2018

Time: 8:30 am

Committee members:	Poulson, Blane (Chair)	Hartz, Peter
	Lindl, Roger (Vice Chair)	Nelan, Conor
	White, Brandon (Secretary)	Hall-Kind, Debra
		Steindorf, Kathleen

1. Call to order:

The monthly meeting was called to order by Committee Chair Blane Poulson at 8:31 a.m. Committee members Blane Poulson (Chairperson), Brandon White (Secretary), Roger Lindl, Peter Hartz, Conor Nelan, and Debra Hall-Kind were present. Kathleen Steindorf appeared by phone. Also in attendance was Ben Wehmeier, County Administrator. Peter Hartz was not in attendance. No members of the public were present.

2. Roll call (establish a quorum):

A quorum was established.

3. Certification of compliance with Open Meetings Law:

County Administrator Ben Wehmeier certified compliance with the Open Meetings Law.

4. Approval of the agenda:

The December agenda was reviewed by the committee members. No changes were proposed.

5. Approval of Fair Park Committee minutes:

The November 1, 2018 meeting minutes were unanimously approved.

6. Communications:

Email from Jon Green. Thank you cards to both Amy Listle and Roger Kylmanen from the Poultry Project.

7. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time):

There was no public comment.

8. Review of Community Feedback & Suggestions on Fair Operations:

None

9. Discussion and possible action on Marketing Partnerships and Sponsorships:

Amy Listle updated the committee as to the progress of partnerships and sponsorships. No action was needed.

10. Discussion and possible action on Pepsi contract:

Aspects of the proposed contract from Pepsi were discussed. Kathy Steindorf made a motion to approve the contract and to send the contract onto the next step. The motion was seconded by Brandon White and passed unanimously.

11. Review of Financial Report:

October 2018 statement of revenues and expenditures was distributed and reviewed.

12. Review of Supervisor's Report:

Roger Kylmanen updated the committee as to the projects and events being worked on by the maintenance crew at the Fair Park.

13. Review of Office Report:

Amy Listle updated the committee as to the projects and events being worked on by the office staff at the Fair Park.

14. Discussion and possible action on future meeting schedule and agenda items:

Possible agenda items include: Kitchen vending operations.

15. Adjournment:

Roger Lindl made a motion to adjourn at 10:04 a.m., seconded by Conor Nelan. The motion passed unanimously.

Next scheduled meetings:

Regularly scheduled meetings in the Activity Center Conference Room at 8:30 a.m. on the 1st Thursday of the month:

January 3, 2019 (Joint with the Buildings and Grounds Committee)

January 3, 2019 (Fair Park Committee following joint meeting)

February 7, 2019

March 7, 2019

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920/674-7101 so appropriate arrangements can be made.