

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

Date: Thursday, April 4, 2019

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), Roger Lindl (Vice Chair), Peter Hartz, Conor Nelan, Kathleen Steindorf (via phone) and Debra Hall-Kind were present. Also, in attendance were Ben Wehmeier, County Administrator; and LaVern Georgson (Agriculture Educator - UW Extension). Members of the public were Tom Novak, Walt Coussens, and Carol Eck. Brandon White (Secretary) was not in attendance.

**2. Roll call (establish a quorum):**

A quorum was established.

**3. Certification of compliance with Open Meetings Law:**

Chairperson Ben Wehmeier certified compliance with the Open Meetings Law.

**4. Approval of the agenda:**

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

**5. Approval of Fair Park Committee minutes:**

The March 7, 2019, meeting minutes were unanimously approved.

**6. Communications:**

None.

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

All public members were present in regards to Agenda item: Discussion and possible action on Not-for-profit food vendors.

**8. Discussion and possible action on Not-for-Profit food vendors:**

The Jefferson County Farm Bureau, Jefferson County Agri-business Club, Kiwanis, and 4-C's FFA Alumni requested to have the cost of their frontage foot space rental for their food vendor booth during the Jefferson County Fair to be waived. A motion was made by Peter Hartz to allow the non-profit fair food vendors to pay \$28 per foot or 10% of gross sales, whichever is less. Conor Nelan seconded the motion. The motion was passed unanimously.

**9. Review of Community Feedback & Suggestions on Fair Operations:**

Deb Kind stated that the students were happy with the entertainment choices.

**10. Updates on 2019 Fair preparations**

Amy Listle stated that there were no updates.

**11. Discussion and possible action on Marketing Partnerships and Sponsorships:**

Amy Listle stated that there were no updates.

**12. Update on Swine Barn and Wash Rack project:**

Roger Kylmanen updated the committee on the progress of the project and stated the concrete bids.

**13. Update on Fair Park kitchen vending operations:**

Roger Kylmanen updated the committee as to the kitchen vending operations.

**14. Review of Financial Report:**

December 2018 final statement of revenues and expenditures along with January 2019 and February 2019 were distributed and reviewed.

**15. Review of Supervisor's Report:**

Roger Kylmanen updated the committee as to the projects being completed by the maintenance department.

**16. 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.

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

None.

**18. Adjournment:**

Conor Nelan made a motion to adjourn at 9:18 a.m., seconded by Roger Lindl. The motion passed unanimously.

Next scheduled meetings:

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

May 2, 2019

June 6, 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.