

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

Date: Thursday, March 7, 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 8:30 a.m. Committee members Blane Poulson (Chairperson), Brandon White (Secretary), Roger Lindl (Vice Chair), Peter Hartz, Conor Nelan, Kathleen Steindorf 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, Tyson Barnes, Walt Coussens, Bill Blossfeld, Randy Mitchel, and Carol Eck.

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

5. Approval of Fair Park Committee minutes:

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

6. Communications:

Thank you cards from Randy Schopen Foundation and Jefferson Chamber of Commerce.

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

None. All public members were present in regards to Agenda item: Discussion and possible action on Not-for-profit food vendors.

9. 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 to table the discussion until the April meeting. The motion was passed unanimously.

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

None.

11. Discussion and possible action on Fair Premium Book:

A motion was made to combine the Junior, Open and Senior Class books into one book and the public can purchase a printed copy of the book for \$5.00 or view it online for free. Another motion was made to revise the entry substitution rule and extend the deadline for those substitutions before a fee is charged. Both motions passed unanimously.

12. Updates on 2019 Fair preparations

Amy Listle updated the committee on Fair entertainment announcements and the advertising plan.

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

A motion was made to approve the Billboard / Advertising Contest as part of a marketing partnership with 4-H, FFA, and other organizations exhibiting at the Jefferson County Fair. The motion passed unanimously.

14. Update on Swine Barn and Wash Rack project:

Roger Kylmanen updated the committee on the progress of the project and that concrete bids will be due March 28th.

15. Update on Fair Park kitchen vending operations:

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

16. Discussion and possible action on Wisconsin Farm Technology Days 2021:

Roger Kylmanen updated the committee on the progress of the contract. No action was needed by the committee.

17. Review of Financial Report:

December 2018 preliminary statement of revenues and expenditures was distributed and reviewed.

18. Review of Supervisor's Report:

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

19. 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.

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

None.

21. Adjournment:

Roger Lindl made a motion to adjourn at 9:51 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:

April 4, 2019

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.