

UW EXTENSION EDUCATION & RECYCLING COMMITTEE MINUTES
TUESDAY, FEBRUARY 6, 2018
UW EXTENSION CONFERENCE ROOM

PRESENT: Committee members present: Lyle Lieffring, Alan Rathsack, Gary Swoverland and Ken Pedersen. Staff present: Charmaine Johnson. Appearances by: Ted East, Administrative Coordinator; Ron Freeman, Jr Fair Chair; Mike Naczas, Building & Grounds Supervisor; and Lori Baltrusis, Area District Director.

CALL TO ORDER: Lyle Lieffring, Chair, called the meeting to order at 8:31 a.m.

APPROVAL OF THE MINUTES: *Motion to approve the January 3 minutes by Al with second by Ken. Motion carried.*

PUBLIC COMMENTS: None

JUNIOR FAIR BUSINESS:

A. JR FAIR BOARD REPORT: Ron reported they met on January 21st. They have a new web address to their website so it's easier to find, the Rodeo will be having a Garth Brooks impersonator band on Thursday night as a kickoff to the fair, and there's a possibility we can borrow some metal bleachers and obtain the set out of the gym from the Weyerhaeuser school. Will meet with Johanna and Bob before the next fair meeting to work out a few details.

TRAILS END CAMP BUSINESS:

A. TRUSTEE REPORT: No report.

B. MAINTENANCE STAFF REPORT: Mike stated there's no activity there. Has to go through all building and evaluate access to buildings and bathrooms for ADA compliance. Will take pictures as documentation as well.

FAIRGROUNDS BUSINESS

A. FAIRGROUNDS REPORT: Ted said he received some complaints on the ice skating rink as gravel is sticking through some spots. Mike said they top-coated some areas last Thursday. Hasn't ordered steel yet for garage or Senior/Youth center. Waiting until new employee is hired and what their qualifications are.

B. USAGE AGREEMENTS FOR COMMITTEE ACTION: Received usage requests for the Rusk County Junior Fair, Spring Coggins Clinic, and a Schooling Rally/Comp plus equipment usage request for garbage cans and picnic tables from the Ladysmith Lions for their Fun on the Frozen event and a request from Power House to hang a banner on the chain link fence. *Motion to approve all requests by Ken with second by Al. Motion carried.* Will charge the same amounts for the Schooling Rally as their previous request.

RECYCLING BUSINESS

A. COORDINATOR REPORT INCLUDING UPDATE ON OUTREACH, VIOLATIONS, & SITES: Charmaine gave a report of current activities and violations.

B. SITE REIMBURSEMENT: Charmaine said there are remaining grant funds due to working less hours in recycling and wishes to reimburse the Town of Willard 50% of their recycling site shack at \$1485, the City of Ladysmith \$1621.86 for recycling trailer repair and \$8347.20 also to the City for their yard waste

collection. All expenses are grant eligible. This would leave over \$500 to add to Cost Allocation. *Motion to approve requested reimbursements by AI with second by Ken. Motion carried.*

EXTENSION OFFICE BUSINESS:

- A. EXTENSION OFFICE REPORT:** Charmaine reported on trips, Clover Plunge and weekly email blasts. Gained a new 4H family and a new 4H leader. Karrie reported on possible changes to 4H camp and a grant opportunity with Ladysmith Middle/High school. Lori said she's planning an Area 2 meeting where counties can talk about sharing positions and other ideas. Will schedule after election.
- B. YOUTH DEVELOPMENT ASSISTANT REPORT:** Karrie presented her report. Truancy court starts this month.
- C. HIRING UPDATE:** Lori said they changed the job description and reposted it. Hope to expand the poll and get more candidates. Will post 4 weeks rather than 3. Deadline is February 23. Frank will be involved with initial screening. Hope to have screening done by March 1, phone interviews on March 7, interviews on March 21st, and extend offer by end of March.
- D. REPRESENTATIVE FOR AD HOC HIRING COMMITTEE:** *Motion by AI with second by Ken to have Lyle be the Committee rep and Tom Hanson to be the Personnel rep. Motion carried.*

CURRENT YEAR BUDGET REVIEW: Charmaine went over all of the budgets and gave end-of-year predictions.

REVIEW & APPROVE BILLS: *Motion by Ken with second by Lyle to approve the bill report. Motion carried.*

NEXT MEETING DATE: Next meeting will be Tuesday, March 6 at 8:30 a.m. in the UWEX Conference Room.

ADJOURNMENT: Motion to adjourn by Gary. Meeting adjourned at 9:42 a.m.