

**UW EXTENSION EDUCATION & RECYCLING COMMITTEE MINUTES**  
**TUESDAY, APRIL 4, 2017**  
**UW EXTENSION CONFERENCE ROOM**

**PRESENT:** Committee members present: Lyle Lieffring, Alan Rathsack, Gary Swoverland and Ken Pedersen. Staff present: Cory DeWitt and Charmaine Johnson. Appearances by: Mike Naczas, Building & Grounds Supervisor; Ron Freeman, Rusk County Jr Fair Board Chair; and Pete Boss, County Board Chair.

**CALL TO ORDER:** Lyle Lieffring, Chair, called the meeting to order at 8:30 a.m.

**APPROVAL OF THE MINUTES:** *Motion to approve the March 7 minutes by Gary with second by Al. Motion carried.*

**PUBLIC COMMENTS:** None.

**JUNIOR FAIR BUSINESS:**

**A. JR FAIR BOARD REPORT:** Ron reported that they are still working on Thursday & Friday night entertainment. They are bringing back Fairest of the Fair and keeping the same gate fees as 2016. Next meeting is April 13<sup>th</sup>.

**B. JR FAIR CONTRACT APPROVAL:** Contract for additional inflatables from Rock N Roll to Go Plus for \$1542. *Motion to approve contract by Lyle with second by Alan. Motion carried.*

**C. NEW BOARD MEMBER APPROVAL:** *Motion to approve Erica Schley as a Jr Fair Board Member by Lyle with second by Ken. Motion carried.*

**TRAILS END CAMP BUSINESS:**

**A. TRUSTEE REPORT:** No report

**B. MAINTENANCE STAFF REPORT:** Mike passed out a list of 2017 needs for Trail's End. He purchased a land leveler for \$1122 from Northern Tool which can be used to fill in and pack down at the same time. It will be billed to numerous departments. Needs a load of gravel by the dumpster and needs bark on west side of kitchen area where septic is at. He could possibly use chips from the white pine that was recently cut. Would like to hold off on power at amphitheater until the fall when he will know how much money is left. There is power at the light pole that they can run an extension cord from. Water was turned on yesterday. John will work from April through October.

**FAIRGROUNDS BUSINESS**

**A. FAIRGROUNDS REPORT:** There is no power to the horse barns from problems last year and it needs to be dug and put pipe in. For \$1,405 could run 30 amp for each of the 8 campsites south of the horse barns. *Motion by Ken with second by Al to forward to Property for approval up to \$2000 for campsite electrical upgrade. Motion carried.* Mike said there is more equipment coming for the plow museum. There is a grassy area west of the plow museum on both sides of the ditch that he would like to level off and put down gravel in order to put machinery there before it is restored. There would be no cost to county other than staff time. Already has gravel on hand.

**B. USAGE AGREEMENTS FOR COMMITTEE ACTION:** Equipment request by Gary Swoverland to borrow 45 chairs and 5 8' tables from April 13 through April 17. *Motion by Al with second by Ken to approve equipment request. Motion carried.*

- C. REVIEW OF FAIRGROUNDS PREMISES CONTRACTS:** Reviewed contracts for FFA, JLO, Lions and Jaycees including fees charged, contract dates, contract language and gender neutrality of contracts. Mike stated out of all of the contracts more time is spent at the FFA booth since they have to winterize the building and maintain their equipment. *Motion by Gary with second by Lyle to raise the annual fee for FFA to \$150/year. Motion carried. Motion by Gary with second by Lyle to approve the contracts with the proposed changes. Motion carried.* Charmaine will draft a letter and send the revised contracts to the contract holders sign or submit suggested revisions.

## **RECYCLING BUSINESS**

- A. COORDINATOR REPORT INCLUDING UPDATE ON OUTREACH, VIOLATIONS, & SITES:** Charmaine reported on her activities for the month. Tire prices will increase from \$170/ton to \$190 a ton this year. Had a booth at the farm show and did a presentation on Springtime Summer Crafts and had the kids make a foamerator and bat and ball game out of recycled materials.
- B. 2016 ANNUAL REPORT RECYCLING PROGRAM ACCOMPLISHMENTS AND ACTUAL COSTS:** Charmaine gave a synopsis of the report. Tonnage is up and cost was down for 2016. *Motion by Gary with second by Al to submit the report. Motion carried.*

## **EXTENSION OFFICE BUSINESS:**

- A. 4-H/YD AGENT ACTIVITY REPORT:** Working on Teen Leadership Academy, restorative circles with Teen Court, and promoting summer camp, 2 day camps and a babysitting clinic. Has 12 camp counselors she is taking to Camp Counselor training at Upham Woods the end of April. Discussed changes happening in Extension with positions and what future may look like in 2018. Cory said her position could be split up between Community Club oversight and outreach. Discussed designing a youth development position that meets the needs of the county.
- B. YOUTH ASSISTANT INTERVIEW TEAM MEMBER:** Interviews are on April 11<sup>th</sup> and needs one rep from the Committee. Lyle offered to attend interviews.
- C. EQUIPMENT RENTAL, OWNERSHIP AND CHECK IN AND OUT PROCEDURES:** Reviewed equipment use forms for fairgrounds and 4H. Discussed ownership of equipment that is stored at the fairgrounds and purchased with 4H/grant/etc. funds, insurance coverage and who should be checking out equipment. Consensus of the Committee that equipment stored at the fairgrounds is property of the county and is insured by the county; therefore, should be checked out by the county. Added horse and livestock equipment to current fairgrounds equipment form with a stipulation that it must stay at the fairgrounds. *Motion by Ken with second by Gary to approve the revised equipment usage form. Motion carried.* Cory will develop a separate form for shooting sports equipment and other 4H related equipment that is stored at the Courthouse. All current users that submitted fairgrounds usage forms for horse or livestock related buildings must also submit the new equipment form.

**CURRENT YEAR BUDGET REVIEW:** Pete informed Committee on new procedures for reviewing budget and doing LIT's. Reports are available from Finance.

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

**NEXT MEETING DATE:** Next meeting will be Tuesday, May 2 at 8:30 a.m. in UWEX Conference Room.

**ADJOURNMENT:** Motion to adjourn by Gary. Meeting adjourned at 10:41 a.m.