

UW EXTENSION EDUCATION & RECYCLING COMMITTEE MINUTES
TUESDAY, OCTOBER 3, 2017
LAW ENFORCEMENT CENTER

PRESENT: Committee members present: Lyle Lieffring, Alan Rathsack, Tom Hanson, and Ken Pedersen. Staff present: Karrie Groothousen and Charmaine Johnson. Appearances by: Mike Naczas, Building & Grounds Supervisor; Ron Freeman, Rusk County Jr Fair Chair, Paula Carow, Trail's End Trustees Chair; Pete Boss, County Board Chair; Lori Baltrusis, Area District Director; and Ted East, Administrative Coordinator.

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

APPROVAL OF THE MINUTES: *Motion to approve the September 5 minutes by Al with second by Ken. Motion carried.*

PUBLIC COMMENTS: None

JUNIOR FAIR BUSINESS:

A. JR FAIR BOARD REPORT: Ron reported they had a meeting last Wednesday and approved the 2018 budget, and discussed bylaws, new member interest, Care to Share forms and insurance. Their next meeting is October 18.

B. 2018 BUDGET: Shows no levy for 2018 and a slight increase to fund balance. *Motion by Ken with second by Al to approve. Motion carried.*

C. JR FAIR BOARD MEMBER APPROVAL: Ron, Loren and Scott are up for renewal. *Motion to approve Ken with second by Al. Motion carried.* New board members include Jessica Wiles and Julie van Doorn. *Motion to approve by Tom with second by Ken. Motion carried.*

D. BYLAW REVISIONS: There are more people interested in being on the fair board so would like to revise their bylaws to state "The Fair Board shall consist of seven to eleven voting members" rather than five to nine. This will provide more help and more people to help deal with problems as they arrive at the fair. *Motion to approve bylaw change by Ken with second by Lyle. Motion carried.*

E. LIABILITY INSURANCE NEEDS: It was recommended Rosemary set up a meeting between Ron and County Mutual to go over insurance questions.

TRAILS END CAMP BUSINESS:

A. TRUSTEE REPORT: Paula said the insurance company stated the berm needed to be adequate. She wants definition of adequate and something in writing. Pete recommended the berm be upgraded and then contact the insurance company to evaluate it. Trustees agreed that youth groups must turn in code-approved instructor certification if they wish to use the area. Paula mentioned SHOT was interested in assisting with the berm and that it would be an advantage to have the group do it as they are one that uses it. Ted will talk to Mike regarding SHOT upgrading the berm under his supervision. Discussed carryforward for electrical from unused donation funds. Ted will check on cost of amphitheater and if cost was under \$3000 then there would be funds left.

B. MAINTENANCE STAFF REPORT: Mike wants to use new equipment to upgrade berm. Will start to winterize on October 16 as groups will be done by then.

FAIRGROUNDS BUSINESS

- A. FAIRGROUNDS REPORT:** Mike reported that winterizing has started and City will be shutting down curbs today.
- B. USAGE AGREEMENTS FOR COMMITTEE ACTION:** None

RECYCLING BUSINESS

- A. COORDINATOR REPORT INCLUDING UPDATE ON OUTREACH, VIOLATIONS, & SITES:** Charmaine reported that she revised the 2018 budget and completed the 2018 grant.
- B. CITY OF LADYSMITH COLLECTION:** The recycling trailer is at the end of its life expectancy so exploring options such as curbside pickup, compactor and others. More next month.

EXTENSION OFFICE BUSINESS: Charmaine gave a report on Green & White Day and upcoming events such as Parent/Leader banquet on October 14 and Achievement Day on October 15.

- A. YOUTH DEVELOPMENT ASSISTANT REPORT:** Karrie reported activity in all 5 program areas including work done with youth development. Working with Bruce School on a truancy reduction program as part of her degree requirement.
- B. HIRING UPDATE:** Lori reported that Rusk County is still on the high priority hiring list. They are still waiting on position descriptions. HR is currently reviewing them. Discussed what Rusk County wants in the position descriptions.

CURRENT YEAR BUDGET REVIEW: Revised budgets were passed out with current end of year totals.

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

NEXT MEETING DATE: Next meeting will be Tuesday, November 7 at 8:30 a.m. in UWEX Conference Room.

ADJOURNMENT: Motion to adjourn by Tom. Meeting adjourned at 9:51 a.m.