

Marshfield Fairgrounds Commission
1:30 PM Thursday, November 21, 2024 Meeting Minutes

1. CALL TO ORDER:

Meeting was called to order by Tom Buttke at 1:30 p.m. at the 2nd Street Community Center in the Wein Room.

ROLL CALL:

Present: Commissioners: Tom Buttke; Russ Stauber; Jeff Penzkover; Brian Varsho; & Wayne Schulz (Arrived at 1:38pm).

Absent: Rebecca Spiros.

Also Present: Justin Casperson, Parks and Recreation Director; Dale Christianson, CWSFA Director; Sandy Leonard, CWSFA President; Gary Byers, CWSFA Board Member; Lance Pliml, Wood County Board of Supervisors Chair (Arrived at 1:50pm); Lois TeStrake, City of Marshfield Mayor (arrived at 2:08pm).

2. APPROVAL OF MEETING MINUTES: Motion by Stauber, seconded by Penzkover to approve October 17, 2024 meeting minutes; motion carried 5-0.

3. CONFLICT OF INTEREST: None.

4. PUBLIC COMMENT: None.

5. FAIRGROUNDS COMMISSION:

- A. Financial Statement: Casperson shared the bank statement from Wood County Finance Department and a detailed report on expenses since 2018. There is still an outstanding expense of \$1,900 to MSA for the completion of the expo and campus master plan with a balance of \$29,425.44. Motion by Varsho, seconded by Stauber to accept the financial report and place on file; motion carried 5-0.
- B. Approval of Bills: None.
- C. Long Term Loan: No report.
- D. Grant Writer: Penzkover talked about a grant writer from Wisconsin Rapids named Jessica Planner who is eager to write grants for the Fairgrounds. She will charge \$250 upfront to explore what grants are available and \$80.00/hour to complete the applications. Penzkover thought the Expo building would be a good spot to start, and to see if she can successfully secure money. He said "she is very good at what does and will not take 'no' for an answer. She will get us the money." Penzkover strongly feels she is a 'go-getter and guarantees she will come back with some amount of money. She's very aggressive'. She will work with Dale and CWSFA office on the specific details. Motion by Penzkover, seconded by Schulz to approve spending the \$250 fee to explore grant options and up to \$240 to apply for grants for an amount not to exceed \$490; motion carried 5-0.
- E. Campus Master Plan: Casperson shared the campus master plan earlier via email. He is looking for comments or changes for the plan. MSA will take comments until the end of November. A final version will be presented to the City of Marshfield's Plan Commission in January and the to the City of Marshfield's Common Council. The plan will be good for 5 more years, but the City does charge \$500. Motion by Schulz, seconded by Penzkover to approve the plan as emailed and the expense of \$500 for the Fairgrounds Campus Master plan; motion carried 5-0.

6. FAIRGROUNDS MANAGEMENT REPORT:

- A. Development of Ag Campus south of 17th Street Update: Christianson shared with the group that the CWSFA is working with Nikolai Construction on drawings of a new barn south of 17th Street. The barn would be approximately 100' x 200' and help offset the cost of temporary tents during the fair. It would contain restrooms, showers and an animal wash rack. This would be an excellent complement to the Jer Lang Show Palace and hopefully attract more animals

shows. They are working with the City on designs to make sure it meets all code. They want drawings to be done by their November 30th Christmas Show.

- B. Electric Improvements Update: Christianson said that Pat Kilty, City Electric Inspector and Marshfield Utilities are working on electric repairs and upgrades near 17th Street.
- C. Capital Project List: Christianson shared a detailed list of projects. It included all the facilities on the campus. The Commission asked if Dale could put it in order of priority and be shared with the grant writer.

- 7. **CENTRAL WISCONSIN STATE FAIR REPORT:** Christianson said the 2024 Fair was a success with a potential net profit of \$84,000. Unfortunately, the skid-steer broke and they have to buy another one, which will quickly eat into the net profit. They want to build a reserve fund for the years in which weather is bad and the fair ends up losing money. The 2025 Fair is coming together already, as they secured one of their main entertainers, Justin Moore. They plan to do music each night and skip the demo derby and move the bull-riding to Sunday. Wayne Schulz apologized for the way he acted at a previous Jr. Fair Board meeting. It was not what he wanted for either the fair or himself. He wants the best for the fair and he will continue to work toward the betterment of the fair because it is near and dear to his heart.
- 8. **PARKS & RECREATION REPORT:** No Report.
- 9. **FUTURE AGENDA ITEMS:** None.
- 10. **NEXT MEETING:** Thursday, December 19, 2024 at 1:30pm
- 11. **ADJOURNMENT:** Motion by Varsho, seconded by Stauber to adjourn the meeting at 2:52 pm, motion carried 5-0.

Respectfully Submitted: Justin Casperson, Director of Parks & Recreation