

**Marshfield Fairgrounds Commission**  
**1:30 PM Thursday, April 17, 2025 Meeting Minutes**  
**Jr. Fair Expo Building**

**1. CALL TO ORDER:**

Meeting was called to order by Tom Buttke at 1:32 p.m. at the Jr. Fair Expo Building.

**ROLL CALL:**

Present: Commissioners: Tom Buttke; Jen Delis, Jeff Penzkover; Rebecca Spiros; Wayne Schulz

Absent: Brian Varsho;

Also Present: Justin Casperson, Parks and Recreation Director; Dale Christianson, CWSFA Director; Lois TeStrake, City of Marshfield Mayor; Gary Beyers, CWSFA Board, Jordan Munger, City of Marshfield Finance Manager; Heather CWSFA Board,

**2. APPROVAL OF MEETING MINUTES:** Motion by Schulz, seconded by Penzkover to approve March 20, 2025 meeting minutes; motion carried 5-0.

**3. CONFLICT OF INTEREST:** None.

**4. PUBLIC COMMENT:** Jordan Munger stated he was there to represent the City as well as the Hockey Association. He was not there for any specific reason, just want to observe and help if needed.

**5. FAIRGROUNDS COMMISSION:**

A. Financial Statement: Casperson shared the March bank statement and financial report on expenses. The balance as of January 31, 2025 was \$52,525.44. Motion by Penzkover, seconded by Schulz to approve financial report and place on file; motion carried 5-0.

B. Approval of Bills: None.

C. Long Term Loan:

**6. FAIRGROUNDS MANAGEMENT REPORT:**

A. Capital Project & Future Development of Fairgrounds: Buttke said that people from Marawood and Ken Heiman visited the Jr. Fair Expo building. They felt the building was worth salvaging. Marawood is getting together a quote for repairs and improvements to the building. Byers questioned why would they want to salvage the building when there is a plan to build a larger expo building with an office to address the needs for both. Spiros said if maintenance is a concern for the other buildings, we have to look at all options before deciding. Christianson said the Expo building needs new siding and rain gutters, which he received an estimate of \$50,000. He recommends waiting to hear back from Marawood on what the cost would be to replace the building with a new one and repairs the to the existing one. Dale would follow-up with Marawood.

B. Expo Building: Motion by Schulz, seconded Penzkover to put out bids for the Expo building siding and rain gutters and bring back for their consideration, motion carried 5-0.

C. Grandstand Lights: Motion by Spiros, seconded by Delis to allow Parish Pull group to install new lights on top of grandstands and around the area, and to pull the proper permits to conduct the work, and the Parish Pull group will cover the cost, motion carried 5-0.

**7. CENTRAL WISCONSIN STATE FAIR REPORT:** Christianson handed out the CWSFA financial report. He encourages anyone who might have questions or concerns with the CWSFA financials to schedule a meeting with him and/or their accountant to review the information. Christianson said tickets sales for the headliners is going good and things are coming together nicely. He did say the CWSFA was interested in doing a land swap between the City for the Fair with the dog park and some property by the main grounds.

**8. PARKS & RECREATION REPORT:** Softball fields and restroom are open and currently operating on a daily basis. There are 3 large tournaments scheduled for this year.

9. **FUTURE AGENDA ITEMS:** None.
10. **NEXT MEETING:** Thursday, May 22, 2025 at 1:30pm
11. **ADJOURNMENT:** Motion by Spiros, seconded by Delis to adjourn the meeting at 2:26 pm, motion carried 5-0.

Respectfully Submitted: Justin Casperson, Director of Parks & Recreation