# POLK COUNTY, WISCONSIN

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## AGENDA AND NOTICE OF MEETING

AD HOC COMMITTEE ON FAIRGROUNDS INFRASTRUCTURE

Government Center, 100 Polk County Plaza, Balsam Lake, WI 54810
County Board Room
Thursday, February 16, 2017 at 9:00 a.m.
A quorum of the County Board may be present

| | | |
|---|---|---|
| 9:00 | 1. Call to order | |
| | A. Approval of agenda | |
| | 2. Public comment (3 minutes) | |
| | 3. Announcements and committee information | Dean Johansen |
| | 4. Action Items | |
| | A. Election of Officers | |
| | 5. Discussion Items | |
| | A. Discuss Committee Responsibilities | Dana Frey |
| | 6. Identification of Subject Matters for Upcoming Meetings | |
| 10:00 | 7. Grandstand Review at Fairgrounds | |
| | 8. Adjourn | |

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

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## MINUTES
## AD HOC COMMITTEE ON FAIRGROUNDS INFRASTRUCTURE

Government Center, 100 Polk County Plaza, Balsam Lake, WI 54810
County Board Room
9:00 a.m. Thursday, February 16, 2017

**Meeting called to order by County Board Chair Dean Johansen at 9:06 AM.**

**Members present**

| Attendee Name | Title | Status |
|---|---|---|
| Craig Moriak | Chair | Absent |
| Larry Jepsen | Vice Chair | Present |
| Chris Nelson | Supervisor | Present |
| Brad Olson | Supervisor | Present |
| Mike Prichard | Supervisor | Absent |

Also present were Dana Frey, County Administrator, Andrea Jerrick, Deputy County Administrator, Debbie Peterson, Director of Parks, Forestry, Buildings, & Solid Waste, Dale Wood, Fair Board Representative, Jeff Fuge, Corporation Counsel, members of the public and member of the press.

**Approval of Agenda-** County Board Chair Dean Johansen called for a motion to approve the agenda. **Motion** (Jepsen/Olson) to approve agenda. **Motion** carried by unanimous vote.

**Public Comment**: None

**Announcements and committee information:**

County Board Chair Johansen declared a quorum present at the special purpose committee and made announcements regarding committee information to members.

County Board Chair Johansen declared committee charges and responsibilities:

- Determine long term investment in fair, fair infrastructure, and fair grandstand
- Decision on fairground grandstand
- Report findings to full board

**Election of Officers:**

County Board Chair Johansen called for nominations for Committee Chair. Craig Moriak nominated for Committee Chair by Supervisor Olson. No other nominations. County Board Chair Johansen called for motion to cast voice ballot for Moriak. **Motion** by Jepsen. Nomination carried by unanimous voice vote for Craig Moriak as Committee Chair. Johansen declared Craig Moriak Committee Chair for Ad Hoc Committee.

Johansen called for nominations for Vice Chair for committee. **Motion** by Olson to nominate Larry Jepsen for Vice Chair of Committee. No other nominations. County Board Chair Johansen called for voice ballot for Jepsen. Nomination carried by unanimous voice vote for Larry Jepsen as Vice Chair for Ad Hoc Committee on Fairgrounds Infrastructure.

Vice Chair Larry Jepsen convened over meeting as Vice Chair.

**Discussion items:**

Vice Chair Jepsen called on Dana Frey for discussion items and committee responsibilities. Committee received information from Frey: Letter from Short Elliott Hendrickson (SEH) detailing pricing estimates for use of their design and bidding services to obtain costs and designs for fairground grandstand, resume and information from Richard Frenette, founder and CEO of Fair Advantage, a company that offers services to fairs for building projects.

Vice Chair Jepsen declared the Committee in recess at 9:37 a.m. to tour fairground grandstand. Committee will reconvene in Board Room after tour.

Vice Chair Jepsen declared the Committee back in session at 11:09 a.m.

Committee received copy of 2016 Fair Society Annual Report from Dana Frey and copy of Memorandum of Understanding agreement between Polk County and the Polk County Fairground Land from Fair Board member.

Options for grandstand were discussed. Debbie Peterson, Director of Building/Grounds will reserve emergency bleachers for use if needed during 2017 Polk County Fair.

Vice Chair Jepsen declared that no motions for action will be entertained today until all stakeholders and committee members are present.

Future Items: Durability and life expectancy of portable bleachers to be researched by Debbie Peterson with report to committee. Debbie Peterson to get estimates for permanent bleacher cost for 1400 to 2500 capacity. Next meeting: February 28, 2017 at 9:00 a.m. in County Board Room.

**Motion** (Olson/Chris Nelson) to adjourn. Vice Chair Larry Jepsen declared meeting adjourned at 12:02 p.m.