

**Rock County Agriculture & Extension Education Committee**  
**Wednesday November 13, 2013 – 7:00 p.m.**  
**Courthouse Conference Center, Rm. 250**  
**Rock County Courthouse**  
**Janesville, WI**

**Approved Minutes**

1. **Call to Order:** The November 13, 2013, meeting of the Rock County Agriculture and Extension Education Committee was called to order by Chair Bostwick at 7:00 p.m.

**Committee members present:** Supervisors Bostwick, Pleasant, Sweeney and Wiedenfeld.

**Committee members absent:** Supervisor Arnold

**Staff present:** Jim Stute, Department Head; Donna Duerst, 4-H Youth Development Agent; Sheila JaDoul, Administrative Assistant

**Also present:** Rob McConnell, Fair Board President; Randy Thompson, Fair Grounds Supervisor

2. **Approval of Agenda:** Motion to approve by Sweeney, seconded by Pleasant, motion carried.
3. **Approval of Minutes:** Motion to approve October 9, 2013, minutes as presented by Wiedenfeld, seconded by Pleasant, motion carried.
4. **Citizen Participation, Information and Announcements:** None

5. **4-H Fairgrounds Maintenance and Contracts**

a. Fair Association Report: Mr. McConnell reported that Country Thunder has changed their dates in 2014. Unfortunately they are the same dates as the 4-H fair. As Country Thunder attracts a lot of performers which could perform at the fair, it may make it harder to book country performers. The Fair Board hires a booking agent so hopefully we will continue to have good talent for the fair.

Mr. McConnell shared that he felt the meeting at the fairgrounds went well. Lots of good ideas as well as some negative but all in all he thought it went well.

After the article in the Janesville Gazette, the Fair Board was contacted by the City of Janesville. Tentative plans for possibly taking over the old GM property and using it for an amphitheater, meeting rooms, etc. However, EPA and DNR need to assess the property for clean-up needs; also the possibility of purchasing the properties along the river. Would this be possible? Would they have to go through Eminent Domain, end up in court? This is a long way off. The Fair Board was gratified to be contacted by the City of Janesville. Mr. McConnell said that the City of Kenosha took over a plant; they have spent over \$30 Million and have not opened anything yet.

b. Approval of Fairgrounds Rental Contracts: None

c. Discussion and Approval of 2014 Fairgrounds Rental Rates: Randy presented the 2014 Proposal. There are two tiers: Profit and Non-Profit. The prices reflect a \$20 per day increase. There is a discount for Monday-Thursday rental as well as Non-Profit fees. The heat surcharge will go up \$5 per day. All fees effective 1/1/2014. Randy would like approval tonight so all upcoming 2014 Contracts can reflect the increases. The revenue has been steady at between

\$25-\$30 thousand per year. This does not reflect special events, i.e., circus which was \$1,200 in 2013 so would go up to \$1,400 in 2014.

Supervisor Bostwick asked if our rates are too high? Randy said that in comparison we are on the low end compared to Jefferson or Walworth Counties. Jefferson County charges for profit between \$500 & \$700. A major dog show that left and went to Jefferson is talking about returning to Rock because our fees are less; we are located close to Janesville & Beloit and this is for a Beloit Kennel club.

Supervisor Wiedenfeld that that it is apparent that Randy has done his research on the contract pricing.

Motion to approve the rate increases: Wiedenfeld, seconded by Sweeney; motion carries.

6. **Approval of Extension Bills/Transfers/Encumbrances:** Move to approve the bills, transfers, encumbrances by Sweeney, seconded by Sweeney.  
Questions:

- Supervisor Wiedenfeld asked about the fees for Kathleen Hetzel? Mr. Stute explained that she is the 30% backfill for the FLE Angie Flickinger. She is a retired FLE from Dodge County. She will be taking over the financial education training. She is doing a good job.
- Supervisor Wiedenfeld asked about the charge for Dane County? This needs to be changed to the Sundry account; it was Colors Training for the staff. Chair Bostwick agreed to the change.
- Supervisor Wiedenfeld asked about the sundry charge for Tina Sauder? Tina is a Vista employee. She teaches a Strong Women class in Clinton. There are not enough attendees so she is reimbursed for the classes she teaches.
- Chair Bostwick asked about the Menards bills. Why doesn't the County use Home Depot? Mr. Stute explained that Home Depot won't accept purchase orders. We do use Harris Ace for a few things but Menards is much cheaper than Ace.
- Supervisor Wiedenfeld asked about the charges for David Wheeler? Randy explained that Mr. Wheeler has a large heavy duty air compressor which they rent to blow out the sewer lines. It is much cheaper to use Mr. Wheeler's compressor than to rent it from another vendor.

7. **Educator Report, Donna Duerst**

Donna said that the 4-H agents are working on a lot of things. On Saturday, November 23, the 4-H Achievement Awards will be held at the Milton High School from 7 pm to approximately 9 pm. Mostly awards presented to youth but there will be some leader awards also. All A&E Committee Members are invited. Supervisor Wiedenfeld said yes, he would be present.

Donna is working on all the clubs charter renewals. There are a lot of requirements and they have just exploded. There are 8 pages of reports required. Donna has a 2-page check list and there are 27 clubs. She has to scan each document (about 90 documents total), and then upload to a shared site so the State can review. The requirements come from the State down and no other state have this many requirements. The requirements are a real burden to club leaders. Donna is trying streamline the process as much as possible. Also tax returns are required for each club. However, the IRS changed the fiscal year and filing the e-postcards on

the IRS online system does not work correctly. Kim needs to print the rejection notice to verify that the attempt was made. The forms are about a 4" pile of notices.

4-H Registration is all online now. This is a very big job and thankfully Kim Mork has been very helpful in the process. Actually she is the 'go to' girl for the process.

Once the Achievement Award evening and the 4-H registrations are done, Donna and Megan Rebut, 4-H Program Advisor, will be working on how to be proactive and not just maintain the status quo. It is an exciting time and they are both looking forward to new programming opportunities.

Megan Rebut is applying for a Masters in Youth Development. Megan has also been helping with implementing Google Calendars and Google Docs into the UW-EXT website and the 4-H system. Megan will be helping the office stay current with technology. She and Christy Marsden, Horticulture Educator, are both good resources on the technology end of things.

8. Department Update

- i. Schedule of Performance Evaluations: Matt Hanson, Southwest Regional Director, will be here for this event. February 12, 2014, is the date for the February meeting. Educators asked if they could be in the room during the evaluations. Could the meeting be in the afternoon and then have A&E meeting? Discussion ensued. Decision: Committee Members prefer to not have the educators present. Members able to make an afternoon meeting are: Pleasant, Sweeney, Wiedenfeld; Bostwick will need to look at his 2014 calendar and see if he can make it. Supervisor Arnold will need to be asked too.
- ii. Shared Leadership in the Office: Angie is working 70% at this time. Jim handed out a proposed model of shared duties.
- iii. Jim announced to the Committee members that he resigned his position effective 1/31/14. He is going to a Research position with Michael Fields in East Troy. With the approval of Matt Hanson, the intent is to post his position. It is a great opportunity. Committee members are sorry to see Jim go; however they all wish him the best. It is good to see employees go on to greater opportunities.

9. Comments from the Committee-None

10. Adjourn: Motion to adjourn by Sweeney, second by Pleasant, motion carried. Meeting adjourned at 7:55 p.m.

Respectfully submitted,

Sheila M. JaDoul  
Administrative Assistant