



M.E.R.I.T Center
1001 West Erie Road
Marshall, MN 56258
Phone: (507) 337-6163

M.E.R.I.T. Commission Minutes November 15, 2018

Voting Present: **Ron Wood**, At large; **Dawn Regnier**, MN West; **Denise Myhrberg**, Corp Municipal Boundaries; **Cody Raveling**, MMUA; **Andrew Suby**, At Large; **Stan Brewers**, At Large; **Michael Boedigheimer**, At large; **Todd Blomme**, Gas/Electric Utilities Rep; **Dan DeSmet**, SW Emergency Medical Services; **Nicholas Decamp**, Military Rep.;

Advisory Present: **Craig Schafer**, City Council

Voting Absent: **Dennis Alexander**, Fire/EMS/Safety Rep; **Jason Lichty**, SW MN Chief of Police Assoc.; **Daryl Bartholomaus**, SW Fire Departments Association; **Mark Marcy**, MN State Fire Dept. Assoc.; **Tim Yerigan**, Homeland Security and Emergency Mgt Rep.

Others: **Jasmine DeSmet**, MERIT Coordinator; **Tessa DePestel**, Administrative Assistant; **Karla Drown**, Finance Director; **Rob Yant**, Director of Public Safety; **Jim Marshall**, Marshall Police Department

Meeting: Ron Wood called the meeting to order at 6:01 p.m.

Agenda: Ron added to the agenda, changes to by-laws. Agenda approved by consensus.

Minutes: Denise Myhrberg made a motion to approve the minutes from the September 20, 2018 meeting. Motion was seconded by Stan Brewers. Minutes were approved.

Discussion: Jasmine gave a coordinator report of current projects she's been working on. Steve Flaherty, Executive Director of MBFTE, attended the leadership course and a MERIT tour. He had suggestions for use of the rescue tower and other fire courses to offer at MERIT. Bruce West, Fire Marshal, is planning on visiting MERIT for a tour/meeting in November. The City of Marshall hosted its annual Health Fair at the MERIT Center on Sept. 26th. Marshall Police Department hosted a two-day investigations course on Oct. 22-23. Track expansion Groundbreaking ceremony held on Oct. 25th. Fire Leadership Course (The First Five Minutes) was held Oct. 27-28 – 34 participants from 17 different fire departments from SD and MN. Schwan's hosted their Authentic Leadership course at MERIT on Nov. 8th. National Guard returning to host their drill day at MERIT on November 17th and on the same day, the Basic Pump Operations Class will be held at MERIT. New screens/projectors have been installed. Replaced light fixture in front of mural. Worked with Alex/Ryne at Studio 1 to make an "aerial view" video of Emergency Vehicle Operations Course Training on the track—getting this video embedded on MERIT website. Updated list of Commission Board/Committees on MERIT website. MC Facebook—Page likes up from 21 to 252. Connex boxes for live burn – 2 reserved for us, requested a third. Track Expansion – design company approved, in final design stages – next phase will be to get construction bids. Part-time temp (Event Worker) position posted. Basic Pump Operations Course is

scheduled for Nov. 17th. Both AM and PM sessions full. Ty Brouwer has presented his Archery Range proposal to City Administrator. He will present his proposal to City Council on November 27th. Jasmine working on Basic Emergency Management Certification.

Karla presented on MERIT finances. Current year-to-date as of October 31, revenue has exceeded expenses. Proposed budget for 2019 was included in the packet. Personnel is listed under expenses. Full time employee increased and added a part time employee (so far only 15 hours but can work up to 20 hours). Revenues are budgeted for less because intergovernmental revenue was removed. Not sure why it was budgeted for 2018. There is none. Rents and fees are decreased. Land rent is removed. Transfer from other fund increased from last year. Expenses that currently are not being paid out of MERIT budget but will be next year include fuel for Jasmine's MERIT car. Everything from the capital plan has been pushed to 2020 to use levy instead of food, beverage and operating tax. Dennis Simpson and Karla took grant agreement for track expansion to City Council last Tuesday. Karla will now send it back to the State. Karla asked if the CVB contract will be renewed for next year. Rob stated that it will not but the other option with Community Services is not ready yet.

Dan discussed the Marketing Committee. Most of the discussion of the Marketing Committee has been on elections/nominations for MERIT Commission. Last meeting Todd and Cody expressed interest in Chair and Vice Chair respectively. Dawn agreed to stay on as Secretary. Ron asked for any other nominations. Ron asked for objection to doing slate in its entirety. Dan made a motion to accept slate in its entirety. Andrew seconded. Elections will be effective as of the January meeting.

There was open discussion on the track expansion. Hoping to get started in the spring.

Dawn stated that the Marketing Committee has been working on the Nominating Committee and the rest of the Marketing updates were covered in Jasmine's report.

Senator Dahms and Representative Swedezinski were at the track expansion ground breaking. They will be back in December for a Town Hall meeting at the MERIT Center.⁷

By-law changes were previously approved by MERIT Commission. Just need to go to council now.

Mike stated that he would like to see MERIT Center written history. Dawn said the information is listed in the Strategic Plan. Ron requested that Jasmine pull together a couple people and outline a course of action to get this done.

Ron stated that this will be his last meeting. Celebrated Rob's last meeting. Presented Rob with a gift.

Adjourn: There was a motion by Dan DeSmet to end the meeting at 7:09 pm. Todd Blomme seconded the motion. All in favor. None opposed.

Recording Secretary,

Tessa DePestel
Administrative Assistant