

**NOTE: This is a
Teleconference**



Agriculture & Extension Education Committee

Wednesday, July 8, 2020 – 7:15 p.m.

CALL: 1-312-626-6799

MEETING ID: 856 1547 5492

Join Zoom Meeting

<https://us02web.zoom.us/j/85615475492>

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1. Call to Order
2. Adoption of Agenda
3. Approval of minutes from June 10, 2020
4. Citizen Participation, Communication and Announcements

UW-Extension:

5. Review of Extension Bills
6. Extension Program Update
 - a.) Horticulture & Master Gardener Program

Fairgrounds:

7. Review of Fairgrounds Maintenance Bills and Contracts
8. Fairgrounds
 - a.) 2020 Rock County Fairground Rental Form DRAFT - discussion & possible action
 - b.) Waiving rental fee for the Public Health event held jointly with Friends of Noah Rabies Clinic – discussion & possible action
9. Fair Board Report
10. Comments from the Committee
11. Adjourn

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.

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Agriculture & Extension Education Committee
Wednesday, June 10, 2020
UW Extension
Teleconference

Unapproved Minutes

Committee Members Present:

Chair Bostwick, Supervisor Sweeney, Supervisor Davis, Supervisor Aegerter, Supervisor Lokrantz

Committee Members Absent:

None

Staff Members Present:

Laura Vander Veen, Tara Hanley, Brent Sutherland, Dave Froeber, Terri Carlson

Others Present:

Fair Board President Ryan George

1. Call to Order: Chair Bostwick called the meeting to order at 7:01 p.m.
2. Adoption of Agenda: Supervisor Lokrantz moved approval of the agenda for June 10, 2020 second by Supervisor Aegerter. ADOPTED
3. Approval of Minutes from May 13, 2020: Supervisor Davis moved to approve May 13, 2020 minutes, second by Chair Bostwick. ADOPTED.
4. Committee Vice Chair Nomination & Election
Supervisor Sweeney nominates Supervisor Aegerter for Committee Vice Chair. Supervisor Aegerter accepts. ALL IN FAVOR
5. Set Committee Meeting Date & Time
Chair Bostwick recommended the meeting time be changed to 7:15 pm. Supervisor moved to change meeting time to 7:15 pm. Second by Supervisor Aegerter. ADOPTED
6. Citizen Participation, Communication and Announcements
Ms. Hanley stated staff has begun the conversations regarding transitioning back into the office.

Extension:

7. Review of Payments

Reviewed

8. Extension Program Update

a.) 4-H

Ms. Vander Veen presented the Committee with an overview of recent 4-H happenings.

Fairgrounds:

9. Review of Fairgrounds Maintenance Bills and Contracts

Reviewed

10. Fairgrounds

a.) Renting fairgrounds to the public while the Isolation Center is in operation

Mr Froeber stated the plan is to not rent out the fairgrounds while the Isolation Center is in use. 4-H groups will be allowed to use buildings outside of the Center's perimeter.

b.) Update on the Isolation Shelter

The finishing touches are being completed. There are not currently any residents there but will be able to house 40 people when completed. A sub-committee is being formed to discuss next steps of the Isolation Center and make recommendations to the EOC.

c.) Action on a decision of rental practices while Isolation Shelter is active

Mr. Sutherland seeks support from the committee in suspending fairground rentals but allowing groups displaced by the cancellation of the fair to use some of the facilities. Fees would be waived. Supervisor Sweeney moved to allow rental of the fairgrounds for fair related uses with fees waived. Second by Supervisor Davis. ADOPTED

11. Fair Board Report

Mr George stated that cancelling the fair was difficult, but there was no way to do all the fair things and safely social distance at the same time. Mr. Sutherland questioned if Mr. George felt the coordination between the Fair Board and the County remained positive throughout the decision, and Mr. George stated that it had considering what a difficult year it's been for everyone.

12. Comments from the Committee

None

13. Adjournment

Supervisor Davis moved to adjourn at 7:50 p.m., second by Supervisor Aegerter. ADOPTED

Tara Hanley

Rock County UW Extension Administrative Services Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

Rock County Agriculture Extension Committee Meeting

Update from Julie Hill, Horticulture Outreach Specialist

Overview of activities since March 2020

1. The pandemic interrupted Master Gardener Level 1 training of face-to-face classes. In order to maintain our schedule and training of new volunteers, the classes have been transitioned to an online format which includes modifying in-class activities to be done online or at home and holding class meetings online using Zoom.
2. I have created virtual volunteer opportunities by partnering with Hedberg Public Library to offer a weekly online program that is live streamed to Facebook Live. The first portion of the program offers gardening advice on a specific topic and then we (myself with 2-3 Master Gardener Volunteers) answer gardening questions that are asked during the program (or afterwards via Facebook). Weekly, these programs have been getting over 200 “views.”
3. The Master Gardener volunteer requirement of 24 community service hours has been suspended for this year, but within the past couple of weeks, some volunteer activities have been approved, such as outdoor gardening activities, following safety protocols from UW and from the host organization or location.
4. Recognizing our volunteers still need support and coordination in the absence of face-to-face meetings, events and volunteer activities, I implemented weekly virtual meetings using Zoom. These serve to answer questions, share continuing education opportunities and provide connection among our volunteers. Up until this month, these meetings were held weekly. We will now move to a bi-monthly format until the end of the summer.
5. Statewide, there have been increased offerings for online webinars in a variety of gardening or horticulture themed topics – I have helped coordinate these programs or assisted with technical support. The most recent program was held June 25 and 3 specialists from UW-Madison provided information about pollinators; approximately 200 people viewed via YouTube.
6. I have been invited to participate on the Master Gardener State Program Steering Committee. We have been using this time to revise the overall program - including implementing a statewide orientation process, statewide exam, and a new online course to provide horticulture training.

7. I continue to answer horticulture diagnostic questions that come in via phone call or email. Topics have included plant identification, vegetable growing, insect and soil sampling. Horticulture diagnostic questions are also logged.

2020 Rock County Fairgrounds Rental Form

A deposit of \$100 is collected to secure your event. Deposit will be returned once your event is over and the grounds are found to be satisfactory

The full balance is due within 30 days prior to the scheduled event. If the event is not paid within that timeframe then the date will be released. If the event is cancelled before 30 days prior to the scheduled event, the date will be released and the deposit returned to the lessee. If the event is canceled within 30 days of the event, the deposit will be forfeited and the date will be released.

- Morning hours for half day: 4am - 2:00 pm.
- Afternoon hours of half day: 2pm until Midnight

Building	Full Day	1/2 day		
Craig Center	<input type="checkbox"/> \$600	<input type="checkbox"/> \$300	<input type="checkbox"/> AM	<input type="checkbox"/> PM
Barns	<input type="checkbox"/> \$300	<input type="checkbox"/> \$150	<input type="checkbox"/> AM	<input type="checkbox"/> PM
Pavilion	<input type="checkbox"/> \$300	<input type="checkbox"/> \$150	<input type="checkbox"/> AM	<input type="checkbox"/> PM
Green Space	<input type="checkbox"/> \$300	<input type="checkbox"/> \$150	<input type="checkbox"/> AM	<input type="checkbox"/> PM

Alcohol Permit \$100

- The use of tables and chairs are included in the rental price. There are a limited number of tables and chairs available and supplied on a first reserved basis. There are approximately 100, 6 ft. tables and 300, chairs located on the Rock County Fairgrounds.
- The use of a portable public announcement system is included in the rental price and supplied on a first reserved basis.

DEPOSIT MUST ACCOMPANY RESERVATION OR APPLICATION WILL NOT BE HONORED

APPLICANT NAME: _____ PHONE: _____

ADDRESS: _____ CITY: _____ ZIP: _____

EMAIL ADDRESS: _____

DATE OF EVENT: _____

Rock County Fairgrounds Renting Policy:

The Rental Form\Application must be filled out and submitted via the website. www.co.rock.wi.us/fairgrounds-rental

1. The Rock County Fairgrounds is located at 1301 Craig Ave., Janesville WI.
2. The Rock County Fairgrounds is open year round with The Craig Center building heated. The Fairgrounds can be rented all year except for the period when the grounds are being utilized by the Rock County 4-H Fair Association.
3. As long as the date is available a contract will be drafted and emailed back to you. To secure the date you must either come to the Rock County Courthouse Facilities Management or mail in the contract signed along with the deposit. (Office Hours are 8:00 am to 4:00 pm, Monday through Friday.)
4. All rentals will be required to have a Certificate of Insurance for liability coverage in the amounts of: \$1M per occurrence and \$2M aggregate. Certificates of Insurance must be received by the facilities management at least 14 days prior to the event. Your local insurance agent can provide you with a Certificate of Insurance or you may contact an independent insurance agency to request coverage. A list of insurance resources are available upon request.
5. The keys are to be picked up the day before the event except on the weekend then they can be picked up the Friday. If Friday is a County Holiday, then keys may be picked up on the Thursday. The keys must be returned that following Monday, unless that is County Holiday, then the following non-holiday day.
6. The renting party is responsible for returning the area used to its prior condition. This includes removing any personal property from the fairgrounds, placing all garbage in the proper receptacles, emptying the garbage bags into the supplied dumpsters, sweeping and mopping as needed. This also includes returning the tables and chairs to the proper carts and locations.
7. If alcohol will be consumed, an alcohol permit is required. This must be requested at least 30 days prior to the event. Alcohol is only allowed to be sold on the Rock County Fairgrounds if you apply for a permit through the City of Janesville.
8. Music and loud noise must be contained inside by 9:00 pm and unable to be heard from the surrounding houses after that time. Failure to do this will result in deposit forfeited.
9. The event shall end by midnight and people must leave in a respectful manner not to disturb the neighbors.

Rock County Fairgrounds Waiver Policy:

The Application must be filled out and submitted via the website. www.co.rock.wi.us/fairgrounds-rental

Both 4H & FFA Association qualifies under the fairgrounds waiver policy.

1. In order to qualify for the rental fee waiver, any 4-H and FFA Association groups **must** fill out the online rental request. In the additional requests section put FFA/4H. These groups must be approved by the 4H or FFA Chapter Leaders, Agricultural and or UW Extension Committee. **Authorization showing that it is a “club sponsored” event is required.**

After the event is over, all Non-Rock County owned equipment must be removed from the grounds. Storage of any personal property will not be permitted on Fairgrounds.