



COUNTY OF BURNETT  
**INFRASTRUCTURE COMMITTEE**

Burnett County Government Center  
March 16, 2011

7410 County Road K, #105, Siren, WI 54872 • Phone 715-349-2173 • FAX 715-349-2169

---

**MINUTES**

**CALL TO ORDER** Chairman Awe called the March 16, 2011, meeting of the Infrastructure Committee to order at 9:00 a.m. in Room 165 of the Burnett County Government Center.

**NOTICE POSTED IN ACCORDANCE TO WIS. STAT. 19.84 OPEN MEETING LAW**

**MEMBERS PRESENT** Charles Awe, Bert Lund, Jr., Jim Sundquist, Rick Anderson, Donald Taylor and Christopher Sybers (9:06 a.m.).

**MEMBER EXCUSED** Eldon Freese.

**PUBLIC COMMENTS** None.

**APPROVAL OF AGENDA ORDER** Motion to approve the agenda order was made by Supervisor Lund, seconded by Supervisor Anderson. Motion carried, voice vote.

**APPROVAL OF MINUTES OF FEBRUARY 16, 2011, MEETING** Motion to approve the minutes of the February 16, 2011, Infrastructure Committee meeting was made by Supervisor Taylor, seconded by Supervisor Lund. Chairman Awe noted a correction on the language used in the title of the marketing committee on page two. It should read Airport Marketing *Advisory* Committee instead of "Oversight" committee. Motion carried with correction, voice vote.

**LAND INFORMATION REQUEST FOR STRUCTURAL CHANGE** County Surveyor Jason Towne presented a request for a structural change with his current office (Room 135) and the mapping office next door (Room 125). He would like a door put in between the two offices and remove the hall door. Discussion ensued on the necessity of the request, the costs involved which were proposed at between \$2,700.00 - \$3,600.00 and the option to look at more of the overall building plan for office locations to see if another office area would make a better fit. Motion to approve the original plan as submitted was made by Supervisor Taylor, seconded by Supervisor Lund. Roll call vote: Supervisor Awe, no; Supervisor Lund, yes; Supervisor Anderson, no; Supervisor Sundquist, no; Supervisor Sybers, no; Supervisor Taylor, no. Motion defeated, roll call vote. Motion to approve the request but leave the hall door in place and block it instead of removing it was made by Supervisor Anderson, seconded by Supervisor Lund. Discussion ensued. Motion *defeated* ~~carried~~, voice vote.

**ATV ORDINANCE AND POLICY REVIEW AND RECOMMENDATION** Chairman Awe presented the ATV ordinance, policy and application for review of the suggested changes.

Motion to approve and move forward to the Public Safety and Natural Resources committees for their review and suggestions and bring back to Infrastructure Committee for final committee approval before sending to county board for consideration was made by Supervisor Anderson, seconded by Supervisor Lund. It was suggested to have Corporation Counsel review the changes. Motion carried, voice vote.

#### **AIRPORT DEPARTMENT**

**Year to Date Budget Summary** There were no questions from the committee for Airport Manager Jeremy Sickler on the submitted Year-to-Date Budget Summary.

**Operations Report** There were no questions from the committee on the submitted Operations Report. Mr. Sickler noted fuel sales were up in January and February and there is a new tenant at the airport interested in building a hanger. Discussion ensued on developing guidelines for building plans for hangers and an approval process. Motion to approve the lease providing there is no conflict with prior guidelines was made by Supervisor Taylor, seconded by Supervisor Anderson. Motion carried, voice vote. Chairman Awe, Mr. Sickler and Administrator Fitzgerald plan to attend a meeting in Madison with the Bureau of Aeronautics. Supervisor Sybers asked to have them obtain clarification on the funding for property acquisition for the roundabout.

**Project Reports** There were no questions from the committee for Mr. Sickler on the submitted Project Report.

**AIRPORT MARKETING PLAN** Mr. Sickler informed the committee the marketing plan was ready for approval. Discussion ensued. Motion to approve the Burnett County Airport 2011 Marketing Plan and start implementation, including development of a motto and adding to the plan as a goal to attract an industrial aviation company, was made by Supervisor Anderson, seconded by Supervisor Taylor. Motion carried, voice vote.

#### **MAINTENANCE DEPARTMENT**

**Year to Date Budget Summary** There were no questions on the submitted Maintenance Department Budget Performance Report.

**Operations Report** Mr. Faught reviewed the department operations report and answered questions from the committee. Mr. Faught informed the committee one energy savings plan will be to remove a bulb per light fixture where possible throughout the building (suggested by Focus on Energy).

**Project Reports** There were no questions from the committee for Maintenance Supervisor Faught on the submitted Project Report. Mr. Faught noted carpet is scheduled for Room 171 and he is waiting for pricing from Siren Telephone for estimates on a phone rewire project. The update on the Storage Space Needs Study has been delayed due to a conflict of information data. Mr. Faught has discovered the size need for the storage building requested by the Sheriff's Department will need to be quite a bit larger than originally anticipated. This study is proving to be very valuable information tool.

#### **HIGHWAY DEPARTMENT**

**Year to Date Budget Summary** Mr. Morehouse answered questions from the committee on the submitted Highway Department Year-to-Date Account Classification Report.

**Operations Report** Mr. Morehouse reviewed the operations of the Highway Department and answered questions from the committee. Mr. Morehouse informed the committee Cedar Corporation will be testing monitoring wells for contaminants of adjoining landowners next to the county highway property to see if levels are acceptable, as it was found there were increased levels beyond the acceptable threshold. The DNR has required another round of testing and the additional costs could be approximately \$10,000.00 by the time the report is closed out. Levels

at the 15 current monitoring wells located on the county highway property have not changed and are still below the allowable threshold, but the DNR wants to identify the source of contamination and make sure there is nothing involving the highway property. The salt shed structure will be assessed by a structural engineer to make sure it can withstand 80 mph winds.

**Project Reports** Winter maintenance costs this year from January – March were \$245,000.00 compared to 2010 costs of \$248,000.00. Mr. Morehouse reported sand prices will be up 27 ½ percent from this year for 2012, salt prices up 8 percent and equipment costs up 9 percent. They can expect a 15-30 percent increase on any construction project. Mr. Morehouse has looked at a restructure of routes and possibly reducing services if necessary to reduce costs. Mr. Morehouse shared information on possible budget impact concerns and use of remaining highway fund balances, employee trainings and new federal requirements for underground fuel tank certifications.

**ROAD PROJECTS** Mr. Morehouse outlined the scheduled road projects for 2011 and answered questions from the committee.

**2011 Seasonal Weight Restrictions** Discussion ensued on county road weight limits, posting of county roads starting Monday, March 21 and information on frost tubes for monitoring around the county.

**Award Request for Proposal (RFP) for Capital Equipment Purchases** Mr. Morehouse discussed the bid opening held March 9, 2011, for the purchase of three budgeted trucks for the Highway Department. Motion to accept the low bid in each of the three categories: Single-axle truck chassis from Astleford for a 2012 International for \$80,501.00 with trade in of truck #199 for \$60,095.00 = net price of \$20,406.00; tandem-axel truck chassis from Astleford for a 2012 International for \$107,194.00 with trade in of truck #195 for \$60,095.00 = net price of \$47,099.00; ¾ ton 4x4 crew cab pickup from Fielder Ford for a 2011 Ford for \$40,810.00 with trade in of truck #14 for \$21,830.00 = net price of \$18,980.00, was made by Supervisor Anderson, seconded by Supervisor Sundquist. Motion carried, voice vote.

**Approve 2011 Cooperative Service Agreement (APHIS)(Animal Control)** Motion to approve the 2011 Cooperative Service Agreement (APHIS), animal control was made by Supervisor Anderson, seconded by Supervisor Lund. Motion carried, voice vote.

**Request for Proposal (RFP) for 2011 Construction Materials and Services** Motion to approve Mr. Morehouse developing a Request for Proposal (RFP) for 2011 construction materials and services was made by Supervisor Sybers, seconded by Supervisor Taylor. Motion carried, voice vote.

**Purchase of Trempealeau County Sign Truck** Mr. Morehouse presented information on a request to purchase a used sign truck from Trempealeau County with \$16,500.00 of the remaining funds on savings incurred in the purchase of the three bid trucks from the 2011 budget. Motion to approve the purchase of the sign truck was made by Supervisor Taylor, seconded by Supervisor Lund. Motion carried, voice vote.

**Discuss Future Vacancy of Employee** Mr. Morehouse informed the committee he would not be requesting to fill the vacant highway position created by the retirement of Allen Benson at this time. Mr. Morehouse would like to see if he can manage his workload and staff without the position at this time and if it is not possible, he will make the request at a later date.

**County Road B Update** The project should start April 1, 2011, and everything looks to be on schedule at this time.

**State Road 77 Construction Update** An update by Mr. Morehouse included information on the bridge closing on State Road 77 to extend all the way until October 1, 2011. The State Road 77 road project is scheduled to be completed by Memorial Day.

Mr. Morehouse plans to attend the Department of Transportation (DOT) meeting on the State Road 35/70 Roundabout project. Another plan was introduced and Mr. Morehouse wrote a letter of non-support for the new proposal. Mr. Morehouse will find out what the DOT is planning and bring information back to the committee.

**FUTURE AGENDA ITEMS** Spring Highway meeting is May 17, 2011, in Ashland and ATV ordinance.

**NEXT MEETING DATE** April 20, 2011.

**ADJOURN** Motion to adjourn the March 16, 2011, meeting of the Infrastructure Committee was made by Supervisor Chell, seconded by Supervisor Sybers. Motion carried, voice vote. Chairman Awe adjourned the meeting at 11:15 a.m.

*Note: Correction made and approved at the April 20, 2011, Infrastructure Committee meeting.*