



COUNTY OF BURNETT  
**INFRASTRUCTURE COMMITTEE**  
Burnett County Government Center

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## MINUTES

Infrastructure Committee

May 18, 2011

**CALL TO ORDER** Chairman Awe called the May 18, 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., Eldon Freese, Donald Taylor, Christopher Sybers, Jim Sundquist and Rick Anderson.

**PUBLIC COMMENTS** Richard Costerisan requested to comment on agenda items 9c and 12.

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

**APPROVAL OF MINUTES OF APRIL 20, 2011, MEETING** Motion to approve the minutes of the April 20, 2011, Infrastructure Committee meeting was made by Supervisor Lund, seconded by Supervisor Sybers. Motion carried, voice vote.

**ASSET INVENTORY POLICY REVIEW** The Asset Inventory Policy was presented by Chairman Awe and discussed by the committee. It was decided an annual report is more appropriate than a quarterly report for non-asset items (see section 1.12, last paragraph). The committee feels that for asset items \$500.00 or above, a semi-annual report should be required. Motion to approve the proposed asset inventory policy as amended was made by Supervisor Taylor, seconded by Supervisor Anderson. 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 on the submitted operations report.

**Project Reports** Mr. Sickler expressed concerns once funds leftover from previous projects is used up, they will not have money for the county share of future developments. Mr. Sickler stated percentages for county share of projects could increase in the future. Chairman Awe stated petitions to the Federal Aviation Administration (FAA) are due by July, but Burnett County determines projects in November. It was discussed the county should submit petitions to the FAA for 2013 in July of 2012. A motion to take the remaining funds leftover from the Bureau of

Aeronautics after project completion and earn interest for the county was made by Supervisor Sundquist, seconded by Supervisor Freese. Motion carried, voice vote.

Mr. Sickler stated the new hangar will not be built at this time due to the fact they are *moving to Florida, moving the floor*. Mr. Sickler answered further questions from the committee.

#### **MAINTENANCE DEPARTMENT**

**Year to Date Budget Summary** Maintenance Supervisor Gary Faught stated he had submitted the incorrect Maintenance Department Budget Performance Report. No review.

**Operations Report** Mr. Faught reviewed the report and answered questions from the committee.

**Project Reports** Mr. Faught reviewed projects and answered questions from the committee. The Child Support security glass window will cost \$825.00 for a tempered glass window with framing and speaker hole. An additional \$1,225.00 would be needed if a two-way communications device is found to be necessary. The change in the phone system trunk lines is scheduled for June 15, 2010. Mr. Faught stated the change should save \$800.00 to \$900.00 per month on the base phone bill.

#### **HIGHWAY DEPARTMENT**

**Year to Date Budget Summary** There were no questions from the committee on the submitted Highway Department Year-to-Date Budget Summary.

**Operations Report** Patrol Superintendent Mike Huber reviewed the operations of the Highway Department and answered questions from the committee.

**Project Reports** Mr. Huber answered questions from the committee about road repairs.

Richard Costerisan commented on County Road B. Mr. Costerisan stated he has learned the construction project for County Road B has been moved back to July and wondered the reason. Mr. Huber explained it was the contractor's schedule that determined this. Pavement is expected the last week of July or first week of August. It is a 35 calendar-day working project and the contractor can schedule at their discretion within the parameters set.

Mr. Huber discussed projects and maintenance in process and planned. Mr. Huber stated the state work on State Road 48 will be pushed back to July or August to take advantage of the asphalt plant's schedule.

Chairman Awe and Supervisor Freese attended the Highway Conference in Ashland on May 17, 2011. Secretary of Transportation Gottleib was there and Chairman Awe feels Mr. Gottleib will be proactive. Chairman Awe will present a summary of the meeting to the committee at the next meeting.

**CEDAR CORPORATION ENVIRONMENTAL REPORT FOR FACILITY (SIREN)** Mr. Huber informed the committee they had received a letter from Cedar Corporation stating there is no sign of contamination coming from the highway property. Final costs for the additional compliance testing required on the site to rule out contamination totaled approximately \$25,000.00. Mr. Huber answered questions from the committee on the report.

**STATE ROAD 35/70 ROUNDABOUT OVERSIZE/OVERWEIGHT (OSOW) MOVEMENTS UPDATE** Mr. Huber discussed the computer computations for oversize/overweight movements through a roundabout and stated human vehicle operators will likely not be able to maneuver as precisely as shown by the computer. Mr. Huber noted this will

create a lot of maintenance work for the highway department if the roundabout is not done right and it is hopeful the project is not started until the funds are available to construct this correctly. Discussion ensued on concerns of the project.

**FINALIZE ATV POLICY** The ATV policy has been reviewed by the Natural Resources and Public Safety committees and no changes were recommended. However, on page 2 of the policy a statement was recommended to be added as follows: *In the Spring of each year, the Burnett County Highway Department shall conduct an annual inspection of county highway ATV routes to reassess the safety of the route.* Discussion ensued on the approval process necessary for the updated policy. Supervisor Taylor will consult with the Administrator on the matter and the committee will discuss at their next meeting whether they can approve the policy or if it needs to go to county board for final approval. Mr. Costerasan commented the enhancements will help the policy move forward and recommended approval.

**FUTURE AGENDA ITEMS** Annex project, ATV Policy approval or recommendation and National Association of County Engineers (NACE) Conference.

**NEXT MEETING DATE** June 15, 2011.

**ADJOURN** Motion to adjourn the May 18, 2011, meeting of the Infrastructure Committee was made by Supervisor Freese, seconded by Supervisor Sybers. Motion carried, voice vote. Chairman Awe adjourned the meeting at 10:00 a.m.

*Note: Correction made and approved at the June 15, 2011, Infrastructure Committee meeting.*