



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE
Burnett County Government Center

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

MINUTES

Infrastructure Committee
October 19, 2011

CALL TO ORDER Chairman Awe called the October 19, 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 Richard Anderson, Charles Awe, Eldon Freese, Bert Lund, Jr., Jim Sundquist, Christopher Sybers (9:03 a.m.) and Don Taylor.

PUBLIC COMMENTS None.

APPROVAL OF AGENDA ORDER Chairman Awe requested moving agenda item 12 to follow agenda item seven. Motion to approve the agenda order with this change was made by Supervisor Freese, seconded by Supervisor Taylor. Supervisor Taylor amended the motion to move agenda item 12 *and* 13 before agenda item seven, seconded by Supervisor Sundquist. Amended motion carried, voice vote. Agenda items 12 and 13 will follow agenda item seven.

APPROVAL OF MINUTES OF SEPTEMBER 28, 2011, MEETING Chairman Awe requested the reference on page two, Highway Department Project Reports/Other to the “*Tri-Program Release*” be changed to the “*TRI-Program Release.*” Motion to approve the minutes of the September 28, 2011, Infrastructure Committee meeting with this change was made by Supervisor Lund, seconded by Supervisor Anderson. Motion carried, voice vote.

PUBLIC HEARING – AIRPORT LAND ACQUISITION FOR STATE ROAD 35/70 ROUNDABOUT Chairman Awe opened the public hearing on the Airport Land Acquisition for State Road 35/70 Roundabout. As there were no public comments, Chairman Awe closed the public hearing.

RESOLUTION – PETITIONING THE SECRETARY OF TRANSPORTATION FOR AIRPORT IMPROVEMENT AID Airport Manager Jeremy Sickler explained Resolution – Petitioning the Secretary of Transportation for Airport Improvement Aid is the official process to request funds for acquisition of land for airport improvement projects. Motion to approve the resolution was made by Supervisor Taylor, seconded by Supervisor Freese. Motion carried, voice vote.

PRELIMINARY DISCUSSION ON GOING PAPERLESS County Clerk Wanda Hinrichs was present to discuss “going paperless” with meeting materials currently mailed to county supervisors. Ms. Hinrichs had attended a presentation by the Door County Clerk at the recent Wisconsin County Clerk Association conference. Door County electronically transmits meeting agendas and minutes to supervisors, each of whom have a Motorola Xoom tablet device. Ms. Hinrichs is working with Information Technology Director James Leckel on costs and potential savings to implement a similar program in Burnett County. Ms. Hinrichs is seeking committee support for this idea which she hopes to include in the 2013 budget. Committee reaction was favorable but no formal action was taken.

DISCUSSION ON COUNTY INSURANCE POLICIES Supervisor Anderson and Ms. Hinrichs recently reviewed insurance policies currently held by Burnett County. Supervisor Anderson stated insurance coverage overall is in good shape and is a good value. The Local Government Property Insurance Fund covers all vehicles and property owned by Burnett County. Airport liability coverage is provided through Johnson Insurance Services, LLC. For purposes of discussion, Ms. Hinrichs had requested quotes from the Local Government Property Insurance Fund adding vehicle collision coverage to the current policy with \$500.00 and \$1,000.00 deductibles and looking at \$1,000.00 deductible for vehicle comprehensive coverage noting the county currently has a \$500.00 deductible in that area. It was noted many vehicle repair claims fall into the range of \$500.00 to \$1,000.00, thus the cost savings of a higher deductible may not be justified. Similarly, the annual cost of adding vehicle collision coverage would need to be balanced with the number of actual incidents. Further discussion ensued on whether an additional liability umbrella policy for the county was needed. The current airport liability policy covers \$2 million per incident. The county is not liable under certain circumstances because of Wisconsin Sovereign Immunity. Quotes for increasing airport liability coverage to \$5 million or \$10 million were provided for discussion. Discussion ensued on the liability impact of the new runway, higher value airplanes and changing traffic patterns. Motion to recommend to Administration an increase of airport liability coverage from \$2 million to \$5 million per incident effective with the January 1, 2012, policy renewal was made by Supervisor Anderson, seconded by Supervisor Freese. Motion carried, voice vote.

AIRPORT DEPARTMENT

Year-to-Date Budget Summary There were no questions from the committee on the year-to-date budget summary.

Operations Report Mr. Sickler reviewed the submitted operations report. The Airport Advisory Group is discussing activities for 2012 including a Fly-In, Young Eagles Day and a chili feed.

LINE ITEM TRANSFER – AIRPORT TERMINAL CARPET Motion to approve line item transfers totaling \$6,685.95 (\$1,153.86 from account #101-21-53511-50236 and \$5,532.09 from account #101-21-53514-50399) to account #101-21-53511-50821 for carpeting was made by Supervisor Taylor, seconded by Supervisor Anderson. Motion carried, voice vote.

Project Reports Mr. Sickler is in the process of petitioning the State of Wisconsin for state and federal aid for land acquisition as it relates to the State Road 35/70 roundabout.

MAINTENANCE DEPARTMENT

Year to Date Budget Summary There were no questions from the committee on the year-to-date budget summary. Maintenance Department Supervisor Gary Faught reported \$9,500.00 was deleted from the 2012 department budget for the parking lot expansion.

Operations Report Mr. Faught reviewed the report and answered questions from the committee. A dumpster has been scheduled for disposal of asbestos and other discarded materials from the airport terminal warehouse.

SIGNAGE FOR CONCEAL AND CARRY LAW Following discussion of the conceal and carry law which goes into effect in Wisconsin on November 1, 2011, Supervisor Taylor noted the Administration Committee Conceal and Carry resolution will probably be revised at the October 20, 2011, County Board meeting and conceal and carry signage should be postponed until a later date.

Project Reports Mr. Faught reviewed the submitted report and answered questions from the committee.

STORAGE NEEDS INVENTORY – NEXT STEPS Chairman Awe reviewed the progress on the storage needs inventory. Mr. Faught noted the storage building is being reorganized as time allows for the maintenance department. Future goals are standardizing storage boxes and labeling and developing a storage policy and destruction date system. The upgrade at the airport terminal warehouse will improve storage capabilities.

HIGHWAY DEPARTMENT

Year to Date Budget Summary Highway Commissioner Bob Morehouse reviewed the Highway Department year-to-date budget summary and answered questions from the committee. Mr. Morehouse reported on changes to the 2012 department budget and state transportation aids.

Operations Report There were no questions on the submitted report.

Project Reports/Other

RADIO SYSTEM FAILURE UPDATE Mr. Morehouse reported on the radio system failure and a temporary patch has been installed. The new equipment will be narrow band compatible.

COMMITTEE/COMMISSIONER FALL MEETING OCTOBER 27, 2011, HAYWARD Mr. Morehouse is not able to attend the Committee/Commissioner Fall Meeting. Chairman Awe and Supervisor Lund will attend.

BONDING/BORROWING FOR FUTURE HIGHWAY IMPROVEMENTS Because of the current funding shortage, many county roads have gone beyond the maintenance status. Mr. Morehouse plans to use WISLR (Wisconsin Information System for Local Roads) to develop a financing plan for road repairs to present to the committee as part of the 2013 budget process.

APPROVAL OF THE DOT (DEPARTMENT OF TRANSPORTATION) 2012 ROUTINE MAINTENANCE AGREEMENT Mr. Morehouse reviewed the DOT 2012 Routine Maintenance Agreement. Changes include an increase of \$10,000.00 for routine winter maintenance and approval for the county to resume crack filling. Motion to approve the DOT 2012 Maintenance Agreement was made by Supervisor Anderson, seconded by Supervisor Freese. Motion carried, voice vote. Transportation aid to counties and villages will be reduced in 2012 and to towns in 2013.

NEXT MEETING DATE November 16, 2011.

FUTURE AGENDA ITEMS Umbrella insurance policy; Wisconsin Sovereign Immunity; departmental policy review and WISLR reporting.

ADJOURN Motion to adjourn the October 19, 2011, meeting of the Infrastructure Committee was made by Supervisor Sundquist, seconded by Supervisor Anderson. Motion carried, voice vote. Chairman Awe adjourned the meeting at 10:45 a.m.