



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE

Burnett County Government Center

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MINUTES

Infrastructure Committee

November 16, 2011

CALL TO ORDER Chairman Awe called the November 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 Richard Anderson, Charles Awe, Bert Lund, Jr. and Don Taylor.

MEMBERS EXCUSED Eldon Freese, Jim Sundquist and Christopher Sybers.

PUBLIC COMMENTS None.

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

APPROVAL OF MINUTES OF OCTOBER 19, 2011, MEETING Motion to approve the minutes of the October 19, 2011, Infrastructure Committee meeting was made by Supervisor Lund, seconded by Supervisor Anderson. Motion carried, voice vote.

DISPOSITION OF LAND AND WATER CONSERVATION DEPARTMENT VEHICLE Motion to approve the transfer of a vehicle from Land and Water Conservation Department to the Sheriff's Department 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 on the year-to-date budget summary.

Operations Report Mr. Sickler reviewed the submitted operations report.

WINTER PREPARATIONS Everything is in order including machinery for winter activity and runway care.

Project Reports/Other Mr. Sickler reviewed the project report with no questions from the committee.

MAINTENANCE DEPARTMENT

Year to Date Budget Summary There were no questions from the committee on the year-to-date budget summary. Mr. Faught noted the money to fund the airport annex building repair project does not show up in the correct line item yet. The capital outlay fund will show a negative balance until the money is transferred.

Operations Report Mr. Faught reviewed the report and answered questions from the committee. **WINTER PREPARATIONS** Everything is in order for winter maintenance.

Project Reports/Other Mr. Faught reviewed the submitted report and answered questions from the committee. Mr. Faught noted he has been working on the change over with the phone system for Health and Human Services.

HIGHWAY DEPARTMENT

Year to Date Budget Summary There were no questions from Highway Commissioner Bob Morehouse on the year-to-date budget summary.

Operations Report There were no questions on the submitted report.

STAFFING UPDATE There were two new hires for the department; one will start on December 21 and one on December 28, 2011.

WINTER PREPARATIONS Winter preparation continues. This year the Highway Department had their own salt/sand produced for the year using the county gravel pit. There was a substantial savings using this method. Mr. Morehouse has also talked to local dairies about using their excess salt brine for the roads. This process, which is being used in other counties, requires permits from the Department of Natural Resources (DNR). Mr. Morehouse will continue to research this possibility.

HAZARDOUS WASTE UPDATE There is no update at this time.

COMMISSIONER'S VEHICLE SELECTION Discussion ensued on the purchase of the vehicle and the variables involved. Mr. Morehouse was asked to bring proposals to the next meeting for review.

Project Reports/Other No questions from the committee on the submitted project report.

HIGHWAY FUNDING UPDATE AND DISCUSSION Discussion ensued on the status of the roadways in the county and the damage to them because of the hauling and cleanup efforts from the July 1 storm. A meeting is planned with the Department of Transportation and the storm damage towns to discuss the problem. A discussion also ensued on the governor's plan to raise the road weight limits in the state and how that would affect Burnett County infrastructure.

OCTOBER COMMISSIONER/SUPERVISOR MEETING REPORT (SUPERVISORS AWE AND LUND) Chairman Awe and Supervisor Lund attended the meeting and reported information from the discussions. Discussion ensued on the costs of road projects, County Road B costs and Act 352 which limits counties from helping each other.

WINTER HIGHWAY SCHOOL ATTENDANCE DISCUSSION Chairman Awe explained there will only be four supervisors attending this year. Included would be the Chair, Vice-Chair and Secretary along with one more supervisor unless any of those mentioned did not or would not be able to go and would open it up to someone else.

GOING PAPERLESS UPDATE (COUNTY CLERK HINRICHS) Discussion ensued on the move toward going paperless in the county. Ms. Hinrichs will continue to work with others gathering facts and information to promote this project.

INSURANCE REVIEW FINALIZED: ANSWERS TO INSURANCE QUESTIONS County Clerk Wanda Hinrichs reviewed information provided to the committee last month on insurance costs, limits and answered questions. The county has \$10 million per incurrence on our liability insurance and Aegis did not recommend having an additional umbrella policy as those limits were more than adequate. A discussion on deductibles, claims and costs continued. The only change with insurance coverage at this time will be the airport liability limits raised to \$5 million dollars from \$2 million dollars starting the first of the year.

POLICY/ORDINANCE REVIEW

Purpose, Process, Schedule and Standards No comments at this time.

Infrastructure vs. Departmental Policies Discussion ensued on the difference between infrastructure versus departmental policies and the responsibilities of each. Departments may have individual policies and there may be some that cross over. The committee will continue to pursue and work on policies.

Airport Policy/Ordinance Reviews Chairman Awe introduced this area of discussion noting the ordinances have been codified and all airport related ordinances will be found in the code under Chapter 10 – Aviation.

AIRPORT VEHICLE ORDINANCE Mr. Sickler reported on the Airport Vehicle Ordinance. The lease with the hangar owners and the Airport Vehicle Ordinance language is very similar and Mr. Sickler recommends no changes in the ordinance at this time.

MINIMUM STANDARDS ORDINANCE (DISCUSSION TO RESCIND) Discussion ensued on whether or not there needs to be a minimum standards ordinance in place for the airport. Mr. Sickler explained the whys and why not's of such an ordinance and what it is used for. This is primarily to keep tenants/businesses need to follow the same criteria for standards if you want to provide service at the airport. The committee asked Mr. Sickler to rewrite the ordinance updating it with general standards and bring back to the committee for review. No action was taken at this time.

CITATION ORDINANCE Chairman Awe presented information on the Citation Ordinance noting he spoke with Corporation Counsel on the matter. The citation section of the codification needs to be brought in line with one citation section to address all county ordinances. Chairman Awe will provide a codified version of the ordinances to review with the committee to address language changes necessary. Mr. Sickler will rewrite the Minimum Standards Ordinance to be reviewed along with other changes to the Chapter 10 – Aviation section of the Code.

FUTURE AGENDA ITEMS Policy and ordinance reviews.

NEXT MEETING DATE December meeting will be at the call of the chairman, if necessary. Otherwise, the next meeting will be January 18, 2012.

ADJOURN Motion to adjourn the November 16, 2011, meeting of the Infrastructure Committee was made by Supervisor Taylor, seconded by Supervisor Lund. Motion carried, voice vote. Chairman Awe adjourned the meeting at 11:07 a.m.