



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE

Burnett County Government Center
December 17, 2008

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

MINUTES

CALL TO ORDER Chairman Carsten Endresen called the December 17, 2008, meeting of the Infrastructure Committee to order at 9:00 a.m. at the Burnett County Government Center, Room 165.

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

MEMBERS PRESENT Carsten Endresen, Charles Awe, Harry Patneau, Christopher Sybers, Richard Anderson, Eldon Freese and Bert Lund, Jr.

PUBLIC COMMENTS None.

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

APPROVAL OF MINUTES OF NOVEMBER 19, 2008, MEETING Motion to approve the November 19, 2008, minutes was made by Supervisor Lund, seconded by Supervisor Freese. Motion carried.

MAINTENANCE DEPARTMENT REPORT Maintenance Department Supervisor Gary Faught updated the committee on the ADRC move in the building. His department will be ready for final implementation by Friday and they are currently waiting for furniture and a few other pieces to come together to complete the new area.

A cable was run from the dispatch center to the IT server room to accommodate the computer aided dispatching system.

Discussion on the location of the cross-walk on County Road K and its safety to the overflow parking lot across the road ensued. Explanation as to the logic of the location was explained due to the flow of traffic and not having persons walking out with traffic to their back.

SHERIFF'S DEPARTMENT OFFICE FURNITURE APPROVAL Mr. Faught presented the two proposals for furniture requests custom made and modular. Tammy Chell, representing the Sheriff's Department requested permission to purchase the custom made piece with the costs being within \$800.00 of each other. Discussion ensued on the Furniture Purchase Guidance Policy and how that applies to this situation and request. Motion to post-pone the decision on the

furniture approval as they are waiting for the needs study proposal, was made by Supervisor Freese, seconded by Supervisor Awe. Motion carried.

AIRPORT DEPARTMENT REPORT Airport Manager Jeremy Sickler presented the Airport report. Discussion ensued about the security fence and why it partially surrounds the airport. Future plans could include continuing the fence for increased security. Snowmobile clubs are going to put signage on the Gandy Dancer trail around the fence. Mr. Sickler answered questions about recent maintenance and repairs. Supervisor Awe suggested a preventative maintenance schedule would be useful. Mr. Sickler reported MSA Professional Services will be inspecting the Gandy Dancer trail relocation and will be meeting informally with himself, Administrator Fitzgerald and Chairman Endresen about revising the six-year plan for the airport.

Discussion ensued on the lack of adequate lighting near the county gas pumps. Motion to approve relocating and putting up a new light in that area was made by Supervisor Lund, seconded by Supervisor Patneau. This light was previously located in another area and due to an accident had been knocked down. Insurance coverage will cover the costs. Motion carried.

AIRPORT REQUEST FOR PAY INCREASE – PART-TIME EMPLOYEE Mr. Sickler requested a pay increase from \$8.00 to \$10.00 an hour for part-time airport employee(s). Motion to recommend the pay increase from \$8.00 to \$10.00 an hour for the airport part-time employee(s) was made by Supervisor Lund, seconded by Supervisor Sybers. Motion carried.

AIRPORT REQUEST FOR PART-TIME, ON-CALL CONTRACTED EMPLOYEES Mr. Sickler requested permission to use Bob Pearson and Chuck Schultz in a part-time, on-call capacity to work as needed at the airport. Their wages would be paid from the already budgeted part-time salary line item with the understanding combined wages of any worker would not exceed the amount in that line item. Motion to allow Mr. Sickler to find capable persons to hire as limited time employees to work as needed at the airport was made by Supervisor Sybers, seconded by Supervisor Patneau. Motion carried.

HIGHWAY DEPARTMENT REPORT The Highway Department report submitted by Highway Commissioner Robert Morehouse was accepted by the committee. Mr. Morehouse updated the committee on the status of winter road maintenance, salt/sand supplies and usage on the roads. Two road jobs from Meenon and one from Webb Lake Township were scheduled for 2009.

OPEN PROJECT STATUS REPORT Mr. Morehouse updated the project status report and answered questions from the committee.

SOLICIT PRICES AND AWARD FOR TWO STATE ROUTE DUMP TRUCKS Motion to solicit and request bids to be opened and awarded prior to the next infrastructure meeting due to time restrictions was made by Supervisor Lund, seconded by Supervisor Freese. Motion carried.

SAFETY EQUIPMENT PURCHASE BY EMPLOYEES Mr. Morehouse reported to the committee he was having a hard time finding a vendor to sell their safety jackets directly to employees. The issue was resolved and a vendor found.

CHIP SEAL, POLYPATCHING, CRACK FILLING – TRAINING FOR SUPERVISORS Mr. Morehouse explained the processes used and the costs involved in maintaining roads. His

training is used to educate the committee members and to help them understand the procedures, processes and reasoning behind the different applications used to make, repair and maintain the road infrastructure used today. Following are the approximate costs for these applications used by the county. New surface with additional four inches of gravel and 3.5 inches of new asphalt is \$220,000.00 per mile; Seal Coat is \$11,500.00 per mile; Poly Fiber Patching is \$8,500.00 per mile; and Crack filling using router method is \$5,000.00 - \$6,500.00 per mile. Mr. Morehouse plans to continue to provide information and training materials to the committee on the Highway Department so they can have a complete understanding of their operations.

FUTURE AGENDA ITEMS Sheriff's furniture request, placement of and furniture for youth county board members, Infrastructure Committee representation on Administration Committee and assessment of new committee structure.

NEXT MEETING JANUARY 21, 2008 at the Highway Department.

ADJOURN Motion to adjourn was made by Supervisor Freese, seconded by Supervisor Awe. Motion carried. Chairman Endresen adjourned the meeting at 10:35 a.m.