



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE

Burnett County Government Center

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MINUTES

Infrastructure Committee

March 21, 2012

CALL TO ORDER Chairman Awe called the March 21, 2012, 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., Jim Sundquist, Christopher Sybers, Eldon Freese and Don Taylor.

PUBLIC COMMENTS None.

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

APPROVAL OF MINUTES OF FEBRUARY 15, 2012, MEETING Motion to approve the minutes of the February 15, 2012, Infrastructure Committee meeting was made by Supervisor Taylor, seconded by Supervisor Lund. Motion carried, voice vote.

AIRPORT DEPARTMENT

Year-to-Date Budget Summary There was no questions for Airport Manager Jeremy Sickler on the submitted budget summary report.

Operations Report Mr. Sickler reviewed the submitted operations report. Mr. Sickler discussed the need for making a separate area for the weather room for pilots where they can also rest if needed. Maintenance Supervisor Gary Faught doesn't see any wire problems and the time and costs involved will be minimal as Mr. Sickler has an electrician in place to do the work at no charge. Mr. Sickler updated the committee on the plans for the July 21, 2012, Fly-In to be held at the airport. He is working with other organizations to make the event larger with more attractions. Other means of advertisement for the Fly-In was discussed and Mr. Sickler noted the Siren Tourism Commission may give the airport \$500.00 toward advertising. On May 19, 2012, the airport will be used for the kite flying event associated with the Lilac Fest.

Project Reports/Other Mr. Sickler reviewed the project report and answered questions from the committee. The committee received an update on the two meetings he recently attended; one with the Bureau of Aeronautics and one with the Wisconsin Airport Managers Association. Mr. Sickler discussed the changes in the percentage of contribution pay starting in 2012 toward airport related projects for the future. The bureau will be paying 90 %, the state 5 % and the county 5 %. Previously the bureau's portion was 95%, state 2 ½ % and county 2 ½ %. Fuel tax was discussed and Mr. Sickler gave an update on a person interested in doing airplane mechanic work out of one of the county hangars.

MAINTENANCE DEPARTMENT

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

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

Project Reports/Other There were no questions from the committee on the submitted project report from Mr. Faught. Mr. Faught presented additional information on searching for a new vendor to do maintenance on the jail cells as the previous vendor he had worked with for years, is now out of business. There has been quite a few office moves in the building so his department is staying busy in that area and the basics of the new phone system is in place and gradually many other features will be tested added for possible availability. More discussion took place on the 911 phone system and preparing Room 170 ready for the new Emergency Management Director due in the middle of April.

STORAGE ROOM B40 AND RUSS ROAD WAREHOUSE – REQUESTED COST ESTIMATES – DISCUSSION Mr. Faught updated the committee on the current status of the basement storage room and Russ Road building improvement ideas, costs and associated concerns. Discussion ensued. It was suggested to put this project in the budget for next year.

CLERK OF COURTS REQUEST FOR BUILDING MODIFICATION – GLASSED WINDOW AND WALK-UP COUNT FOR ROOM 214 The request for a window and walk-up counter, was presented by Clerk of Court Trudy Schmidt. Motion to approve the installation of a counter window in the Clerk of Courts area was made by Supervisor Taylor, seconded by Supervisor Sybers. Discussion ensued on the model and size that would best fit, costs involved and other concerns with functionality. Currently there is a budget of \$2,500.00 approved for the project and a window available that was originally planned to be used. After more discussion, motion to amend the original motion to purchase and install a window of proper size was made by Supervisor Freese, seconded by Supervisor Taylor. Amendment to the motion carried, voice vote. Original motion with amendment carried, voice vote.

HIGHWAY DEPARTMENT

Presentation of APAR Program By Bureau of Indian Affairs Representative Commissioner Morehouse introduced representatives from the Bureau of Indian Affairs who presented information to the committee on the Acknowledgement of Public Authority Responsibility (APAR), a program that provides the opportunity of the possibility of more funding in the future for our roads. The program, process of application and possible end results were presented and discussed. There is no liability or costs to the county to enter the program and the funds would be up and above any funds received by the federal government for the roads. If the county enters into the program, they would forward information on roads they would like put into the system and when funding becomes available to the St. Croix Tribe and the route is approved for improvement, the tribe could assist in funding for improvement to a road that is important to the tribe for use by their members. Motion to recommend presenting a resolution for approval of the APAR agreement to the county board was made by Supervisor Taylor, seconded by Supervisor Sybers. Motion carried, voice vote.

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

Operations Report There were no questions on the submitted report. Mr. Morehouse updated the committee on a few equipment failures and repairs done.

Project Reports/Other No questions from the committee on the submitted project report.
Review/Award RFP for Dump Trucks (three box and one hydraulic) Mr. Morehouse presented the request for price amount bid by various vendors. Motion to approve the all three bids from Universal Truck Equipment at \$128,620.00 a piece for two each of the Tri-Axle

complete truck units and \$11,810.00 for one pickup was made by Supervisor Taylor, seconded by Supervisor Freese. Motion carried, voice vote.

Salt Brine Update Mr. Morehouse updated the committee on the salt brine mixture earlier in the agenda noting the success and cost savings.

PRELIMINARY PAPERLESS DISCUSSION County Clerk Wanda Hinrichs presented information on the possibility of going paperless for county committee work including county board meetings. The plan would to select a tablet type device for all supervisors, the administrator and clerk to use for their meeting materials and agenda instead of producing hard copy packets that need to be mailed. The main objective behind the plan is cost savings and increased efficiencies. Chairman Awe, Information Technology Director James Leckel, Maintenance Supervisor Gary Faught and she have met and discussed preliminary ideas to present for possible consideration for implementation in 2013. Discussion ensued with many questions asked and answered. The committee encouraged the four to put together more complete plans and savings numbers and bring back to committee for further discussion.

FUTURE AGENDA ITEMS Highway Department capital improvement projects and acquisitions, going paperless, resolution for APAR.

NEXT MEETING DATE April 11, 2012.

Motion to commend Supervisor Sundquist and Supervisor Freese for their years of service to Burnett County and the Infrastructure Committee was made by Supervisor Taylor, seconded by Supervisor Lund. Motion carried, voice vote.

ADJOURN Motion to adjourn the March 21, 2012, meeting of the Infrastructure Committee was made by Supervisor Anderson, seconded by Supervisor Freese. Motion carried, voice vote. Chairman Awe adjourned the meeting at 11:22 a.m.