



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

May 16, 2012

CALL TO ORDER Chairman Awe called the May 16, 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., Dale Dresel, Emmett Byrne, Christopher Sybers and Jeremy Gronski.

ELECTION OF CHAIR, VICE-CHAIR AND SECRETARY Supervisor Lund opened the nominations for Chair of the Infrastructure Committee. Supervisor Awe was nominated for Chair by Supervisor Anderson, seconded by Supervisor Gronski. Being there were no other nominations, a motion to close nominations and cast a unanimous ballot for Supervisor Awe for Chair was made by Supervisor Sybers, seconded by Supervisor Byrne. Motion carried, voice vote. Chairman Awe opened the nominations for Vice-Chair. Supervisor Anderson was nominated for Vice-Chair by Supervisor Awe. Supervisor Gronski was nominated for Vice-Chair by Supervisor Anderson. Chairman Awe called for a show of hands vote for Supervisor Anderson for Vice-Chair; three votes. Chairman Awe called for a show of hands vote for Supervisor Gronski for Vice-Chair; four votes. Supervisor Gronski voted Vice-Chair. Chairman Awe opened the nominations for Secretary. Supervisor Sybers was nominated for Secretary by Supervisor Lund. Being there were no other nominations, a motion to close nominations and cast a unanimous ballot for Supervisor Sybers for Secretary was made by Supervisor Byrne. Motion carried, voice vote.

PUBLIC COMMENTS Supervisor Anderson informed the committee he had met with Polk-Burnett Electric on the proposal by them for the county to lease space at their Siren site located near the intersection of State Road 35 and 70 for the Highway Department. This discussion will be on a future agenda.

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

APPROVAL OF MINUTES OF APRIL 11, 2012, MEETING Motion to approve the minutes of the April 11, 2012, Infrastructure Committee meeting was made by Supervisor Anderson, seconded by Supervisor Lund. The word *electrons* on page 3 under the Paperless Update will be corrected to read *electronics*. Motion carried with correction, voice vote.

APPROVAL TO AMEND MINUTES FROM JANUARY 11, 2012 County Clerk Wanda

Hinrichs presented a request from Financial Manager Lynn Blahnik to correct the model of a vehicle in the January 11, 2012, Infrastructure Committee minutes. The make of the truck purchased by the Highway Department was reported as a *Ford* and was actually a *Chevy*. Discussion ensued on whether this was necessary for audit purposes or simply needs to be corrected for asset tracking purposes. Motion to make that change from Ford to Chevy was made by Supervisor Anderson, seconded by Supervisor Lund. Motion carried, voice vote. Supervisor Sybers requested his no vote be recorded.

REQUEST TO DONATE HEALTH AND HUMAN SERVICES DEPARTMENT CAMERAS TO NORTHWEST PASSAGE Motion by Supervisor Sybers, seconded by Supervisor Lund to donate old cameras from the Health and Human Services Department to Northwest Passage for use with a photography class. Health and Human Services Director Katherine Peterson explained the cameras were purchased years ago from a grant and are not used anymore. 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 noting the system for reporting fuel figures was not in operation at the time his report was due, so those numbers would not be on the report this month.

Project Reports/Other Mr. Sickler reviewed the project report and answered questions from the committee. He updated the committee on a successful kite flying/building event held at the airport and on the pilot computer room construction and the interior terminal building painting project.

Review Airport Goals Mr. Sickler reviewed the airport goals document. Discussion ensued on state projects, the 35/70 round-a-bout, increased in air traffic at the airport and that the new mechanic located at the airport has been busy. Motion to approve the goals was made by Supervisor Byrne, seconded by Supervisor Lund. Motion carried, voice vote.

Mr. Sickler informed the committee he had recently attended the Wisconsin Airport Management Association (WAMA) Conference in the Dells and was elected Vice-President of the Association. Mr. Sickler also successfully completed an examination and obtained certified member status of the Nationwide American Association of Airport Executives.

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. He noted the air conditioner on the roof has been moved and is in good working order.

Project Reports/Other There were no questions from the committee on the submitted project report from Mr. Faught. Mr. Faught updated the committee on the future of changing requirements in refrigeration and equipment phase out. He will be discussing that with Johnson Controls and up-date the committee at a later date. The phone system issues have been resolved but more funds will be necessary to integrate the radios with the new phone system. The Clerk of Court window and carpet is scheduled for August. Discussion ensued on costs for sewer pumping.

HIGHWAY DEPARTMENT

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.

Project Reports/Other No questions from the committee on the submitted project report. Mr. Morehouse updated the committee on crack sealing, culvert installation and the State Road 77 project. Three summer college hires will be starting soon and two employees are currently out on worker's compensation with injuries. Discussion continued on summer road work, Act 10 and the projected costs of road maintenance materials for next year's budget.

Approve Transfer of State Road 70 Right-of-Way to Wisconsin Department of Transportation County Clerk Wanda Hinrichs presented the request for the transfer of State Road 70 Right-of-Way to Wisconsin Department of Transportation. The county held the title for this parcel which is actually owned by the state and when it was discovered during a land transaction in the Village of Grantsburg the clerk's office investigated this issue and it was brought to committee to be acted upon. Motion to approve the transfer was made by Supervisor Anderson, seconded by Supervisor Byrne. Motion carried, voice vote.

Submission of Damage to Roads for July 1, 2011, Storm Mr. Morehouse updated the committee on the submission of claims to the state on damages to County Roads C, O and H from the July 1, 2011, storm. The state is gathering numbers and he will keep the committee informed on the progress.

2012 Highway Analysis and Proposal Presentation Mr. Morehouse presented the Burnett County 2012 Highway Analysis and Proposal. The PowerPoint presentation outlined the history of highways in the county; background information on highways; roads maintained by the county; Highway Department operations; road maintenance, rehabilitation and improvements; funding mechanisms; budgeting; our current situation and our future outlook. The committee discussed the presented information and talked about options available for funding a five-year proposed improvement and rehabilitation plan at a cost of \$7.454 million. Mr. Morehouse noted the county has 29 miles of county roads rated in poor condition and 30 miles rated as fair. Starting in 2013, it will be the first time since 1914 there will not be a funding source for county highway improvement projects. Motion to move this presentation and discussion to the Administration Committee for review was made by Supervisor Dresel, seconded by Supervisor Lund. Motion carried, voice vote.

Supervisor Lund excused at 11:10 a.m.

PAPERLESS UPDATE County Clerk Wanda Hinrichs updated the committee on the proposed paperless project. The project information was presented to the Administration Committee. Chairman Taylor will appoint a project team to further explore the concerns and to implement a pilot program for testing. Five iPads and software were ordered to support the project testing. Ms. Hinrichs will keep the committee informed on the progress.

WISCONSIN COUNTY HIGHWAY ASSOCIATION (WCHA) CONFERENCE UPDATE Supervisors Byrne, Awe and Gronski will be attending the conference June 3-6, 2012, at Wisconsin Dells.

FUTURE AGENDA ITEMS County garbage and Polk-Burnett offer for Highway Department space.

NEXT MEETING DATE June 20, 2012.

ADJOURN Motion to adjourn the May 16, 2012, meeting of the Infrastructure Committee was made by Supervisor Gronski, seconded by Supervisor Sybers. Motion carried, voice vote. Chairman Awe adjourned the meeting at 11:23 a.m.

