



COUNTY OF BURNETT  
**INFRASTRUCTURE COMMITTEE**

Burnett County Government Center

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## MINUTES

Infrastructure Committee

October 10, 2012

**CALL TO ORDER** Chairman Awe called the October 10, 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, Dale Dresel, Emmett Bryne, Jeremy Gronski, Bert Lund, Jr. and Christopher Sybers (9:05 a.m.).

**PUBLIC COMMENTS** None.

**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 SEPTEMBER 12, 2012, MEETING** Motion to approve the minutes of the September 12, 2012, Infrastructure Committee meeting was made by Supervisor Anderson, seconded by Supervisor Lund. Motion carried, voice vote.

**FURNITURE EXCEPTION REQUEST – CLERK OF COURT** Clerk of Court Trudy Schmidt presented a request to use a desk unit she acquired for a work station in her office. The desk does not fall into the standard description for furniture acquired for the building so the request was brought to committee for approval. Discussion ensued on the fact this was a savings to the county not having to buy a desk for the time being and it was her personal property. Motion to allow Ms. Schmidt to keep and use the desk in her office and when she leaves it can go or stay was made by Supervisor Dresel, seconded by Supervisor Lund. Motion carried, voice vote.

### **AIRPORT DEPARTMENT**

**Year-To-Date Budget Summary** There were no questions on the submitted Year-To-Date Budget Summary report.

**Operation Report** There were no questions on the submitted Operation Report. Airport Manager Jeremy Sickler informed the committee he learned at a recent conference there were some fuel inspection practices necessary to be implemented which are currently not being done. Mr. Sickler will check into it further and get complete information and costs associated with a yearly inspection and training for him for further inspection practices.

**Project Reports** There were no updates on any current projects.

### **HIGHWAY DEPARTMENT**

**Year-to-Date Budget Summary** There was no questions on the submitted Year-To-Date Budget Summary report.

**Operational Report** Highway Commissioner Robert Morehouse reviewed the Operations Report and answered questions from the committee. Mr. Morehouse noted the fuel system company will be in next week. The sewer vent in the ceiling was plugged one day and there was a severe sewer gas smell. Daniels Plumbing of Siren repaired the problem.

**Projects Reports/Other** Mr. Morehouse reported the Base One Stabilization project on County Road H was done last month and is holding. Mr. Morehouse reported there will be a delay until next year with the Town of Meenon project that was scheduled. Chairman Awe informed the committee there was discussion at the recent Administration Committee Budget Meeting to fund the County Road H road repair project which would cost \$300,000.00 and be taken from the Infrastructure Fund and to take \$1,000,000.00 from the General Fund to put in the 2013 budget for the county road infrastructure. Discussion continued on both areas of concern with no action necessary or taken. Mr. Morehouse also noted the evaluation process for APAR has changed and it is believed there probably won't be any future funding for road projects through this avenue.

**General Transportation Aids Reduction** Mr. Morehouse reported Burnett County lost 5% in General Transportation Aids which equates to \$23,000.00. Mr. Morehouse will attempt to get an explanation for the loss.

**Fall Commissioner/Committee Meeting Thursday, October 11 in Superior** Chairman Awe noted the Commissioner Committee meeting will be held Thursday, October 11, 2012 in Superior and asked for interested supervisors to attend.

## **MAINTENANCE DEPARTMENT**

**Year-To-Date Budget Summary** There were no questions on the submitted Year-To-Date Budget Summary report.

**Operational Report** Maintenance Supervisor Gary Faught reviewed the Operational Report. The Clerk of Courts area has been the main focus recently with some repairs and adjustments made with the electrical and structure. Mr. Faught informed the committee Siren Town Chairman Duane Wiberg asked if the county was interested in tying into the village water and sewer. They would like to come to a committee meeting to present some information.

**Project Reports/Other** Mr. Faught reported everything is done in the Clerk of Courts office except completion of the new window and a little trim work.

**Presentation by Johnson Controls** Mr. Faught introduced Mike Harding, St. Cloud/Duluth Branch Manager and Chris Willour, Service Foreman of Johnson Controls. The two gentlemen presented information to the committee on long term planning for equipment in the heating cooling area of the government center building. They identified areas in the cooling area especially that will be in need of replacing soon. Budget numbers and cost estimates for two cooling units were presented along with several options of implementing the upgrades and ways of paying for the equipment and upgrades. Johnson Controls would like to proceed with a project development plan and agreement to move forward adding a time frame element. There are no dollars involved at this time. The committee will seek guidance on the project from Administration. No action taken at this time.

**PAPERLESS UPDATE** County Clerk Wanda Hinrichs updated the committee on the status of the project. One-on-one distribution and training with each supervisor is in place and moving forward. The reception of the project seems to be very positive and we will continue to get everyone on board with an overlap of paper to hopefully be done after the January meetings. Many department heads have purchased an iPad and are using them with the intent to also go paperless for committee meetings and participation.

**FUTURE AGENDA ITEMS** Personal property policy, sewer tie in to Siren and Johnson

Controls.

**NEXT MEETING DATE** November 14, 2012.

**ADJOURN** Motion to adjourn was made by Supervisor Lund, seconded by Supervisor Gronski. Motion carried, voice vote. Chairman Awe adjourned the meeting at 11:03 a.m.