



COUNTY OF BURNETT  
**INFRASTRUCTURE COMMITTEE**  
Burnett County Government Center

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## MINUTES

Infrastructure Committee  
November 13, 2013

**CALL TO ORDER** Chairman Awe called the November 13, 2013, 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** Charles Awe, Dale Dresel, Jeremy Gronski, Bert Lund, Jr., Christopher Sybers (9:10 a.m.), Richard Anderson and Emmett Byrne.

**PUBLIC COMMENTS** None.

**APPROVAL OF AGENDA ORDER** Chairman Awe reported the citizens who requested agenda item 6e were unable to attend the meeting and the discussion would be postponed until the December 11, 2013, meeting. Motion to approve the agenda as amended was made by Supervisor Gronski, seconded by Supervisor Byrne. Motion carried, voice vote.

**APPROVAL OF MINUTES OF OCTOBER 9, 2013, MEETING** Motion to approve the minutes of the October 9, 2013, Infrastructure Committee meeting was made by Supervisor Dresel, seconded by Supervisor Anderson. Chairman Awe requested the word *extracurricular* on page 1 in the last sentence of the Airport Department Operational Report be changed to “*non-aeronautical*”. Motion carried, voice vote.

### **AIRPORT DEPARTMENT**

**Budget Report** Airport Manager Jeremy Sickler answered questions on the submitted Year-To-Date Budget Summary Report.

**Operational Report** Chairman Awe reported purchase of Hangar 22 was finalized November 1, 2013. The name of the hangar will be changed to Building 22 and will be used for housing snow removal equipment. Airport Manager Jeremy Sickler reported on the possibility of leasing space in another hangar. Discussion ensued on sanitary facilities at the hangars.

**Project Report** There were no questions on the submitted Project Report.

**Line Item Transfer of Funds to Facilitate Improvements in Building 22** Mr. Sickler reviewed improvements needed to facilitate storage of snow removal equipment in Building 22. These include electrical work, pneumatic lines for an air compressor, shelves and work benches. Mr.

Sickler reported \$1,000.00 remains in the 2013 department budget line item number 101-21-53511-50245 (grounds and grounds improvements) and requested a line item transfer to 2013 department budget line item number 101-21-53511-50821 for improvements to Building 22. Hangar owners have volunteered to help with plumbing and electrical work. Motion to approve the line item transfer was made by Supervisor Anderson, seconded by Supervisor Lund. Motion carried, voice vote.

**Discuss Policy Regarding Insurance for Aircraft Mechanics Using County Buildings** This item was postponed until the December 11, 2013, meeting to allow citizen input to be heard.

**Discuss Policy Regarding Negotiating Leases When a Hangar is Sold** Currently when a hangar is sold, the existing ten-year renewable lease is transferred to the new owner. Hangar owners are requesting a policy change to allow buyers to negotiate a new ten-year renewable lease with the county. Discussion ensued on the benefits of this policy change. The committee directed Mr. Sickler to work on a new policy and bring it to the committee for approval.

#### **MAINTENANCE DEPARTMENT**

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

**Operational Report** Maintenance Supervisor Gary Faught reviewed the Operational Report and answered questions from the committee. Discussion ensued on increased electrical costs during the 2013 Polk-Burnett Summer Peak Period. The Maintenance Department assisted RACOM with removal of old cables and installation of new cables for the new dispatch center.

**Project Report** Mr. Faught reported 2013 projects have been completed. Shelving has been purchased for several departments with funds remaining from the storage shelving project.

#### **HIGHWAY DEPARTMENT**

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

**Operational Report** Mr. Morehouse reviewed the Operational Report and answered questions from the committee. Mr. Morehouse reported a roof truss in the salt shed was damaged by a delivery driver. Estimates for repairs are being sought. Mr. Morehouse reported remote cameras are being installed in three locations around the county. The cameras will allow patrolmen to see conditions in those areas without having to drive there. Discussion ensued on vandalism to road signs.

**Project Report** Mr. Morehouse reviewed the Open Project Status Report and noted a few small projects have been added.

**Personnel Update** Mr. Morehouse reported a new mechanic will be starting November 20, 2013.

**Winter Road School – January 13-15, 2014** Chairman Awe reported he and Supervisor Gronski will be attending the Winter Road School, January 13-15, 2014.

**FUTURE AGENDA ITEMS** Policy regarding insurance for aircraft mechanics using county buildings, management of firewood on county owned land by the Forestry Department, report on DNR plans for Penta Hill and clarification of the highway fund.

**NEXT MEETING DATE** December 11, 2013.

**TOUR OF BUILDING 22 (LOCATED AT AIRPORT GROUNDS)** Chairman Awe invited committee members to join him for a tour of Building 22 after the meeting is adjourned.

**ADJOURN** Chairman Awe adjourned the meeting at 10:09 a.m.