



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
December 11, 2013

CALL TO ORDER Chairman Awe called the December 11, 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., Richard Anderson and Emmett Byrne.

MEMBER EXCUSED Christopher Sybers.

PUBLIC COMMENTS Clifford L. Main reserved comment for agenda item 9d. Webb Lake County Road H No Parking Request and Cameron Smith for agenda item 7d. Discuss Policy Regarding Insurance for Aircraft Mechanics Using County Building.

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 NOVEMBER 13, 2013, MEETING Motion to approve the minutes of the November 13, 2013, Infrastructure Committee meeting was made by Supervisor Gronski, seconded by Supervisor Byrne. Motion carried, voice vote.

CORRE ENGINEERING INTRODUCTION AND PRESENTATION Nick Scholtes of Corre, Inc. introduced himself to the committee noting he represents an engineering firm in Wisconsin and was here to talk a little about their company and make the county aware of their presence for any upcoming project bid opportunities.

AIRPORT DEPARTMENT

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

Operational Report Airport Manager Jeremy Sickler answered questions on the submitted Operational Report. An update was given on the progress of the future new fuel system.

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

Discuss Policy Regarding Insurance for Aircraft Mechanics Using County Building Mr. Sickler introduced the agenda item providing the committee with information requiring the onsite airplane mechanic Cameron Smith who uses a county hangar. Discussion ensued on what

~~the county requires for insurance~~ *Mr. Sickler introduced the agenda item providing the committee with information regarding the current insurance status of the onsite aircraft mechanic Cameron Smith of CTAero L.L.C. Mr. Smith uses a county owned hangar as his place of business and is required by his agreement to carry insurance. Discussion ensued whether it was necessary to require other mechanics performing aircraft maintenance in or on county owned facilities to carry comparable insurance.*

First Reading of Policy Regarding Negotiating Leases When a Hangar is Sold Mr. Sickler presented information on hangar leases, how and when the current lease was established and how we would like to move forward. Mr. Sickler and the committee discussed provisions in the current lease and any changes that may be implemented in the policy. Motion to approve the policy as presented was made by Supervisor Anderson, seconded by Supervisor Byrne. Motion carried, voice vote. A complete copy of the policy can be viewed at the airport or the office of the County Clerk.

Discuss 2013-2014 Snow Removal Plans Chairman Awe introduced the topic for discussion. There are many vehicles parked by the airport near the gas pumps where it is sometimes difficult to remove the snow in and around that area. Mr. Sickler and Maintenance Supervisor Gary Faught will work together to take care of the situation.

MAINTENANCE DEPARTMENT

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

Operational Report There were no questions for Mr. Faught on the submitted Operations Report.

Project Report Mr. Faught answered questions from the committee on the submitted Project Report.

HIGHWAY DEPARTMENT

Budget Report Highway Commissioner Bob Morehouse answered questions from the committee on the submitted Year-To-Date Budget Summary report.

Operational Report Mr. Morehouse reviewed the Operational Report and answered questions from the committee.

Project Report Mr. Morehouse reviewed the Open Project Status Report and updated the committee on progress of ongoing projects. The forestry project will not be done this year and will have to be done next year along with the Land and Water project.

Webb Lake County Road H No Parking Request Mr. Morehouse received a request from the Webb Lake Town Board about the south side of County Road H in Webb Lake and their request to have it a no parking zone. A petition was received by the Town of Webb Lake signed by citizens of the municipality. Discussion ensued on the matter including viewing a map of the area in question. The area right next to DesMoines Lake Road seems to be a safety concern. Clifford L. Main, owner of the Main Store and other property in that area which could be affected, addressed the committee noting his thoughts. This agenda item will be postponed to the next Infrastructure Committee meeting giving the supervisors a chance to personally inspect the area in question to better make a decision on the matter.

Town of Trade Lake Bridge Request Mr. Morehouse presented a request by the Town of Trade Lake for replacing the existing structure with culverts. Highway Commissioner Bob Morehouse proposed constructing a bridge which would make the county responsible for 50% of the cost. Mr. Morehouse will encourage the town to construct a larger bridge that will qualify it to be entered into the federal bridge program. This is for informational purposes only at this time with

no action necessary. Construction of a bridge would be planned and then budgeted for 2015. The committee acknowledged receipt of the notification letter from the town.

MOTION TO GO INTO CLOSED SESSION PURSUANT TO WISCONSIN STATUTES 19.85(1)(C) TO CONSIDER THE PERFORMANCE EVALUATION DATA OF AN EMPLOYEE Motion to go into closed session was made by Supervisor Gronski, seconded by Supervisor Anderson. Roll call vote: Supervisor Anderson, yes; Supervisor Dresel, yes; Chairman Awe, yes; Supervisor Gronski, yes; Supervisor Byrne, yes. Yes, six; excused, one. Motion carried, roll call vote. Closed session entered at 10:30 a.m.

MOTION TO RECONVENE TO OPEN SESSION Motion to reconvene to open session was made by Supervisor Dresel, seconded by Supervisor Byrne. Motion carried, voice vote. Open session entered at 10:30 a.m.

ANY ACTION DEEMED NECESSARY FROM CLOSED SESSION DISCUSSIONS Motion to grant a pay raise of \$2.00 per hour for Jeff Scanlon was made by Supervisor Gronski, seconded by Supervisor Dresel. Motion carried, voice vote.

DISCUSSION REGARDING MOVING FORWARD ON THE HIGHWAY SHOP Chairman Awe introduced the agenda item for discussion purposes only. Discussion ensued on previous plans and studies done over the course of many years regarding the highway shop and buildings. The committee discussed the need to address the highway department infrastructure how the county can determine their needs, how to proceed and what costs are associated. Administrator Ehalt posed questions to the committee and suggested to explore other possible options to help with the cost factor. Ideas included the possibility of combining efforts with other entities that may also be looking to improve or relocate their facility. Information gathering and discussion will continue at a future committee meeting.

FUTURE AGENDA ITEMS Insurance, Airport Advisory Group presentation, Webb Lake parking issue.

NEXT MEETING DATE January 8, 2014.

ADJOURN Motion to adjourn was made by Supervisor Gronski, seconded by Supervisor Anderson. Chairman Awe adjourned the meeting at 11:00 a.m.

Excerpt from January 8, 2014, Infrastructure Committee meeting minutes:

APPROVAL OF MINUTES OF DECEMBER 11, 2013, MEETING Airport Manager Jeremy Sickler noted the last sentence on page one and continuing onto page two of the minutes needed clarification and offered to rewrite the sentence. Motion to approve the minutes of the December 11, 2013, Infrastructure Committee meeting as clarified was made by Supervisor Lund, seconded by Supervisor Gronski. Motion carried, voice vote.