



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE
Burnett County Government Center

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MINUTES

Infrastructure Committee

August 3, 2016

MEMBERS PRESENT Charles Awe, Jeremy Gronski, Bert Lund, Jr., Christopher Sybers, Emmett Byrne and Richard Anderson.

MEMBER EXCUSED Dale Dresel.

CALL TO ORDER Chairman Gronski called the August 3, 2016, meeting of the Infrastructure Committee to order at 9:30 a.m. at the Burnett County Government Center, Room 165.

NOTICE POSTED IN ACCORDANCE TO WIS. STAT. 19.84 OPEN MEETING LAW

PUBLIC COMMENTS Gary Lundberg asked to reserve public comment for agenda item *9f. ATV Policy Discussion.*

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 JULY 13, 2016, MEETING Motion to approve the minutes of the July 13, 2016, meeting was made by Supervisor Lund, seconded by Supervisor Awe. Motion carried, voice vote.

UPDATE ON HIGHWAY/FORESTRY FACILITY Highway Commissioner Michael Hoefs updated the committee on the Highway/Forestry Facility project. The walls are scheduled to go up the middle of August but there may be a one week delay.

AIRPORT DEPARTMENT

Budget Report There were no questions on the submitted Budget Performance Report.

Operational Report Airport Attendant Chuck Schultz answered committee questions on airport operations. A discussion took place on the need for a new well at the North Memorial Hangar 22. Dave Beecroft who has a well drilling business was present to answer questions.

Project Report Mr. Schultz reported on the Fly-in, noting an estimated 1,600 persons attended with 30 plus fly-in aircraft. The air show performers, food vendors and other displays were all a successful draw for the day.

Per-Diem Approval for Airport Advisory Group Supervisor Awe presented the history of the formation of the Airport Advisory Group, nearly six years ago. This group was originally formed to bridge the gap and better inform all interested parties of the airport including airport

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administration, Burnett County Administration as a whole, the community and the hangar owners. Supervisor Awe was part of the original formed group and remains so. Supervisor Awe would like to see the group be officially recognized by the county and appoint a county board representative to the group which would then institute a per-diem for meeting attendance for that appointed representative. This will need to move to both the Administration Committee meeting and county board for approval and appointment of a county board representative. Motion to officially approve the establishment of a Burnett County Airport Advisory Group with an appointed representative of county board with paid per-diem for meeting attendance and move forward to the Administration Committee and the full board for approval was made by Supervisor Awe, seconded by Supervisor Anderson. Motion carried, voice vote.

2017 Budget Request Administrator Ehalt presented the 2017 Airport Department budget proposal and answered questions from the committee.

<u>2017 Budget Summary Request</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Net</u>
Airport	\$212,866.00	\$255,125.00	(\$42,259.00)

Motion to approve the 2017 budget proposal was made by Supervisor Anderson, seconded by Supervisor Lund. Motion carried, voice vote.

MAINTENANCE DEPARTMENT

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

Operational Report There were no questions on the submitted Operational Report. Mr. Faught reported on several ongoing projects with all going well. The elevator issue presented last month that had the potential of costing the county quite a bit of money has been resolved. The repairs fall into the category that will be taken care of under the current service contract.

Project Report Maintenance Department Supervisor Gary Faught updated the committee on current projects and answered committee questions.

Government Center Interior Remodel Mr. Faught is getting estimates for the interior work and should have more information at next month's meeting.

2017 Budget Request Maintenance Supervisor Gary Faught presented the 2017 Maintenance Department Budget Proposal and answered questions from the committee.

<u>2017 Budget Summary Request</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Net</u>
Maintenance	\$1,172.00	\$486,277.00	(\$485,105.00)

Motion to approve the 2017 budget proposal was made by Supervisor Byrne, seconded by Supervisor Lund. Motion carried, voice vote.

HIGHWAY DEPARTMENT

Budget Report Highway Administrator Mike Hoefs submitted a Year-To-Date Budget Summary Report and there were no questions from the committee.

Operational Report Mr. Hoefs reviewed his report and answered questions from the committee on the submitted Operational Report. After evaluating the costs of department vehicle use, it was decided there would be a substantial costs savings if the vehicles weren't taken home on a regular basis. When weather reports indicate the possibility of after hour need, vehicles will be permitted to be driven home so personnel can respond to a situation in a timely and efficient manner.

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Project Report Mr. Hoefs reviewed his report and answered questions from the committee on the submitted Project Report. County Roads C and B are ready for paving. Mr. Hoefs is waiting for them to set up a little better before the actual paving. The paving is scheduled for August 22, 2016.

County Road H Road Realignment Discussion There are two stretches on County Road H that have 90 degree hairpin curves that need to be looked at and assessed. Mr. Hoefs is studying the scope of work, gathering proposals and costs including land acquisition costs and will report back to the committee at a later date.

Resolution – To Support “Just Fix It” for Statewide Road Maintenance Commissioner Hoefs presented the resolution for approval. Motion to approve the resolution was made by Supervisor Sybers, seconded by Supervisor Lund. Motion carried, voice vote. The resolution will go to the full county board for consideration of final approval.

ATV Policy Discussion A discussion took place on the current ATV Policy. The committee agreed the policy needs to be reviewed by the Highway Commissioner to ensure the language and criteria within the policy is appropriate and addresses the intent of the originally approved document. Mr. Hoefs will bring the document back to the next committee meeting for further review.

2017 Budget Request Highway Commissioner Mike Hoefs presented the 2017 Highway Department budget proposal and answered questions from the committee.

<u>2017 Budget Summary Request</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Net</u>
Highway	\$5,283,563.00	\$6,911,124.00	\$(1,627,561.00)

Motion to approve the 2017 budget proposal was made by Supervisor Sybers, seconded by Supervisor Awe. Motion carried, voice vote.

COMMITTEE GOALS AND OBJECTIVES DISCUSSION No discussion held.

FUTURE AGENDA ITEMS ATV Policy, the Airport six-year plan, Grantsburg Airport entitlement dollars, ditch drainage issues affecting property, roads and nearby residents.

NEXT MEETING DATE September 14, 2016.

ADJOURN Motion to adjourn was made by Supervisor Awe, seconded by Supervisor Lund. Motion carried, voice vote. Chairman Gronski adjourned the meeting at 12:03 p.m.