



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

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## MINUTES

Infrastructure Committee  
September 14, 2016

**MEMBERS PRESENT** Charles Awe, Jeremy Gronski, Bert Lund, Jr., Dale Dresel, Christopher Sybers (9:33 a.m.), Emmett Byrne and Richard Anderson.

**CALL TO ORDER** Chairman Gronski called the September 14, 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** There were 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 AUGUST 3, 2016, MEETING** Motion to approve the minutes of the August 3, 2016, meeting was made by Supervisor Lund, seconded by Supervisor Awe. Motion carried, voice vote. County Clerk Wanda Hinrichs requested an amendment be made to the July 13, 2016, meeting minutes to include the approval of an ATV route request in the Town of Webb Lake. The route from North Bear Lake Road to State Road 77 was approved and recommended to the full board for approval but was missed in the minutes. Motion to amend the minutes of the July 13, 2016, meeting minutes to include this route approval was made by Supervisor Byrne, seconded by Supervisor Lund. Amendment to the July 13, 2016, meeting minutes carried, voice vote. Motion to approve the July 13, 2016, meeting minutes as amended, carried, voice vote.

**UPDATE ON HIGHWAY/FORESTRY FACILITY** Highway Commissioner Michael Hoefs updated the committee on the Highway/Forestry Facility project progress.

### **AIRPORT DEPARTMENT**

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

**Operational Report** The roof leaks in Hangar 22 will be fixed by the original contractor for the Hangar 6 has been sold.

**Project Report** The Papi flyover for test purposes will happen sometime in the next two weeks and the time trials/radar run is this Saturday, September 17, 2016.

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**Airport Management Team Per-Diem** Motion to approve a per diem for meetings for members of the Airport Management Team and move forward for final approval at the full county board was made by Supervisor Byrne, seconded by Supervisor Lund. Motion carried, voice vote. The team met a week ago and reviewed the airport six-year plan. Items of discussion were a land use zoning plan, replacing the terminal roof, replacing snow removal equipment, redoing the taxiway and a snow removal facility. A new five-year lease with North Memorial Air for Hangar 22 was approved.

**Estimates for Hangar 22 Well** An estimate of \$15,170.00 from Sam's Well Drilling and \$15,970.00 from DMV Drilling were submitted for a new well for Hangar 22 which is leased by North Memorial Air Ambulance. Motion to recommend Sam's Well Drilling to install a new well at \$15,170.00 was made by Supervisor Byrne, seconded by Supervisor Dresel. 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 items including the completion of the court security system and replacement of a cast iron pipe in the Clerk of Court area. Crack sealing was completed by the Highway Department on the front areas of the government center parking lot. High water from backed up water didn't allow for the back parking lot to be done at this time.

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

**Government Center Interior Remodel** Estimates for the interior remodel and office relocations came in \$20,000.00 higher than expected. Administrator Ehalt will bring more information back to committee for discussion.

#### **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.

**Project Report** Mr. Hoefs reviewed his report and answered questions from the committee on the submitted Project Report. Everything is on track with state projects; crack sealing will be done on State Road 70 from the St. Croix River Bridge to the Village of Siren. County Road C pavement is complete and County Road B pavement starts Monday.

**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. MSA Engineers presented information on the project and outlined a timeline with the phases from beginning to end of such a project. Phase one would include discussions with the Department of Natural Resources (DNR) and a wetland delineation necessary at an estimated cost of \$12,000.00. Motion to approve moving forward with phase one with MSA Professionals was made by Supervisor Anderson, seconded by Supervisor Byrne. Motion carried, voice vote.

**ATV Policy Discussion/Action** A discussion took place on the current ATV Policy. All action on committee approval for the previously three sections approved earlier in the summer at the June and July Infrastructure Committee meetings will not change. Those will be brought forward to county board to be considered for approval. A map was presented displaying routes/trails in

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Burnett County that are approved for ATV use. This map was used for discussion purposes only, is not a complete map and will not be available for the public at this time. Discussion ensued on the roll the county should have in the overall use of routes/trails. The language changes/updates in the policy and application were discussed. Motion to approve the ATV Road Policy and application form/process and move forward to the full county board for final approval was made by Supervisor Sybers, seconded by Supervisor Awe. Motion carried, voice vote.

**COMMUNICATION TOWER UPDATE/DISCUSSION** Chairman Gronski introduced the agenda item. With the upcoming retirement of Emergency Management Director Rhonda Reynolds, the county needs to make sure it is known what department/position is responsible for maintaining the public safety equipment, communication towers, etc. Administrator Ehalt explained there are contracts in place with vendors to assure maintenance and upkeep of the communication equipment, towers and grounds. The Infrastructure Committee has oversight of the structures and the Public Safety Committee has oversight of the actual communication equipment, dispatch, radios, etc. The Sheriff's Department will be solely responsible for taking care of the communication system.

**FUTURE AGENDA ITEMS** Possible fee schedule structure for ATV request applications.

**NEXT MEETING DATE** October 12, 2016.

**ADJOURN** Motion to adjourn was made by Supervisor Lund, seconded by Supervisor Byrne. Motion carried, voice vote. Chairman Gronski adjourned the meeting at 11:30 a.m.