



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE
Burnett County Government Center
7410 County Road K, Siren
Room #165

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MINUTES

Infrastructure Committee
October 11, 2017

MEMBERS PRESENT Charles Awe, Emmett Byrne, Jeremy Gronski, Jim Paden, Richard Anderson, Bert Lund Jr. and Christopher Sybers (arrived at 10:03 a.m.).

MEMBERS EXCUSED None.

CALL TO ORDER Chairman Gronski called the October 11, 2017, 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 Town of Scott resident Gary Lundberg spoke in commendation of the work Highway Commissioner Mike Hoefs and his department did on the roads throughout the Town of Scott over the summer. Mr. Lundberg stated the updates have a positive impact on the township. Town of Union resident Mary Rivard expressed her concern for the state of the roads in Burnett County. She spoke about garbage in the ditches, dead animals on the roads, large washouts on shoulders of the roads and guardrails needing replaced. Town of Union resident John Rivard addressed the committee and spoke about the washouts on the shoulders of the roads and the proper grading needed in the Town of Union.

APPROVAL OF AGENDA ORDER Motion to approve the agenda order as presented was made by Supervisor Lund, seconded by Supervisor Byrne. Motion carried, voice vote.

APPROVAL OF MINUTES OF SEPTEMBER 13, 2017, MEETING Motion to approve the minutes of the September 13, 2017, meeting was made by Supervisor Lund, seconded by Supervisor Awe. Motion carried, voice vote.

REVIEW OF BURNETT COUNTY ASSET POLICY County Clerk Wanda Hinrichs provided a hard copy of the Burnett County Asset Policy to the committee. Ms. Hinrichs reviewed the policy with the committee and how there are aspects of it that are slightly different than current procedure. The committee discussed non-asset versus asset as the county is currently categorizing it and the interpretation and desires of the committee in reference to selling devalued assets. The committee feels confident in the department heads to be able to sell the items for fair market value and would not need to approve a sale. They would like to be

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informed of the sale and then an update once the items have been sold or disposed of. The committee would also like to receive an annual asset listing to coincide with the annual insurance listing. Discussion ensued on funds received from the sale of assets from varying departments. The committee understands that through special funding there are times funds need to be used by the department in a specific way. The policy will be clarified stating all funds collected due to the sale of assets purchased through the capital equipment fund other than those specific situations, when sold, will be deposited back into the capital equipment fund. The policy will be rewritten with these suggestions in mind by Administrator Nate Ehalt and the Ms. Hinrichs and reviewed by Corporation Counsel before being brought back to the Infrastructure Committee for approval.

Supervisor Sybers arrived at 10:03 a.m.

SALE OF COUNTY PROPERTY ON WISCONSIN SURPLUS Ms. Hinrichs reported the County Clerk's office is working on gathering information from departments on assets to be sold. A list of assets, along with the purchase price of each, will be shared with the committee after completion of the sale. Ms. Hinrichs stated she would make all municipalities aware of the items being sold via Wisconsin Surplus. The committee suggested all local fire departments be made aware of the list as well.

MAINTENANCE DEPARTMENT REPORT

Budget Report Maintenance Supervisor Gary Fought reviewed his budget performance report. He stated it is getting slim due to unexpected repairs, but he is working with it. Due to the age of the building, motors and pumps are aging out at the same time.

Operational Report No questions from the committee.

Project Report No questions from the committee.

UPDATE ON FIRST FLOOR REMODEL Administrator Ehalt updated the committee on the first floor remodel. Three furniture vendors have come through the building to create quotes on office furniture. Administrator Ehalt has been working with Zoning and Land Use Administrator Jason Towne and County Conservationist Dave Ferris to create a functional structure for the Zoning/Land Use Department. The Treasurer is slated to move the week of October 23, 2017.

AIRPORT DEPARTMENT

Budget Report There were no questions on the submitted budget performance report. Administrator Ehalt stated fuel sales are down compared to 2016. Other area fuel providers have become more comparable to ours creating a decrease in our sales. Jet A fuel has increased due primarily to increased use by North Memorial Air. The Burnett County Airport is their #1 launch location. Through a discussion with North Memorial, Mr. Ehalt feels they will be looking for a longer term hangar situation. Discussion was held amongst Administrator Ehalt and the committee as to what they may be looking for from our airport in the future.

Operational Report There were no questions on operations.

Project Report Administration is still working on selecting an engineering firm. The Airport management team has met to review the options, have met with project managers and will make a suggestion to the Bureau of Aeronautics who will have the final decision.

Hangar 8 Lease Transfer from James Kirk to Jim Meath Administrator Ehalt reviewed the transfer of the Hangar 8 lease. Motion to approve the Hangar 8 lease transfer from James Kirk to Jim Meath was made by Supervisor Awe, seconded by Supervisor Lund. Motion carried, voice

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vote. The lease transfer is a private transaction. Administration will show a paper trail and change billing to the new owner.

HIGHWAY DEPARTMENT

Budget Report Highway Commissioner **Mike** Hoefs reviewed his budget performance report and supplied a special projects budget review. There were no questions from the committee on the reviewed reports. Mr. Hoefs updated the committee on the State of Wisconsin having completed their budget which provided great support for transportation. General transportation aides were increased by approximately 16%. This increase will be beneficial for both counties and towns. Discussion was held about mowing being done this fall to improve visibility with the increase of deer activity. Commissioner Hoefs will be talking with the towns for interested town employees that could be contracted to mow the ditches. Mr. Hoefs addressed the public comments by Mr. and Mrs. Rivard. Burnett County Highway Department follows the state deer pick-up policy. If a deceased deer lies 100-200 yards from a business or residence it needs to be picked up and removed. If it lies outside that yardage the deer can just be drug off the road to a point it is no longer a safety hazard. The guardrails that need to be replaced have been ordered and will be installed when we receive them. Discussion was held between Mr. Hoefs and the committee on ways to increase garbage clean-up along all county roadways. Mr. Hoefs states staff is busy completing projects and do not have time for the garbage clean-up. Commissioner Hoefs addressed Mr. Rivard's comments on the shoulder erosion. Mr. Hoefs said Mr. Rivard is correct in his assessment. When creating a shoulder they are just doing what they can. He agrees they need to be graded to the ditch line, but sometimes but sometimes they aren't able to. Mr. Hoefs hopes to get out and correct some of the shoulder issues.

Operational Report Chairman Gronski requested Commissioner Hoefs work on a memorandum of understanding between the county and the towns for items of sharing and contracting. Mr. Hoefs updated the committee on the highway operations manager position being filled internally by Jeremy Burton. This will be his first week on the job. Mr. Hoefs feels he is going to do a great job; he sees forward movement already. Interviews will be held this week for the open highway maintenance position. Discussion was held on fiber optic cables been laid over the culverts and other issues within the right-of-way. Mr. Hoefs informed the committee it's allowable to lay the fiber optic cables over culverts but since the utility companies are working within the county right-of-way, by law they have to move the fiber optic if need be. These issues are why Commissioner Hoefs is working on the Utility Accommodation Policy. Mr. Hoefs led discussion on generating revenue by allowing outside organizations i.e.; schools, fire departments, etc., to contract fuel from the highway shop.

Project Report Mr. Hoefs reviewed his special project report. There were no questions from the committee. Burnett County received a payment from Barron Electric for the marring issues created on newly paved Highway H in the Town of Roosevelt.

Resolution – ATV Route Approval on County Road F

SEGMENT #1 – BROEFFLE ROAD TO GLENDENING ROAD In review of the ATV route approvals, Sergeant Ryan Bybee made a statement that in the future he does not see a need for the sheriff's department to address the committee in relation to these requests. He feels Mr. Hoefs can call the sheriff's department for their opinion and Mr. Hoefs can relay the information to the committee with the request information. He feels their opinion on the request is generally in-line with the Highway Commissioner's and these types of requests are more socially accepted than in years past. The current requests are for small segments connecting already determined ATV routes and local businesses. Commissioner Hoefs reviewed each segment request and found there were no major concerns. Motion to approve ATV Route on County Road F Segment

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#1 – Broeffle Road to Glendening Road was made by Supervisor Anderson, seconded by Supervisor Lund. Motion carried, voice vote.

SEGMENT #2 – STATE ROAD 77 TO CENTER STREET Motion to approve ATV Route on County Road F Segment #2 – State Road 77 to Center Street was made by Supervisor Sybers, seconded by Supervisor Paden. Motion carried, voice vote.

Resolution – ATV Route Approval on County Road HH

SEGMENT #1 – STATE ROAD 77 TO CEMETERY FIRE LANE Commissioner Hoefs reviewed the request adding clarification of the area being discussed. Motion to approve ATV Route on County Road HH Segment #1 – State Road 77 to Cemetery Fire Lane was made by Supervisor Sybers, seconded by Supervisor Lund. Motion carried, voice vote.

SEGMENT #2 – STATE ROAD 35 TO BURLS TRAIL Motion to approve ATV Route on County Road HH Segment #2 – State Road 35 to Burls Trail was made by Supervisor Byrne, seconded by Supervisor Lund. Motion carried, voice vote.

Discussion on Pin Signs on County Highway Right-of-Ways Commissioner Hoefs reviewed his concerns on pin signs being place in the road right-of-way. This issue was also reviewed in the Land Use and Information Committee with discussion about the signage ordinance. It was decided if pin signs were found in the right of way the highway department would remove the signs.

Discussion on County Road A – 35 MPH Section in Town of Jackson Mr. Hoefs reviewed the safety concerns on County Road A. A study was conducted in the area and found people are going much faster than the posted 35 mph. There is a safety issue due to the line of sight of exiting driveways. The committee heard comments from County Road A property owner Diane Noe who noted she stands in to the road when someone is exiting her driveway to be sure there are no cars coming. The County Road A property owners have addressed the safety concern with the Sand Lake Property Owners Associations and believes the property owners would be willing to put money toward the cause. Discussion was held suggesting larger mile per hour signage, an electric speed sign and the need for property owners to remove vegetation within the right of way. Continued discussion was held on the liability due to the county not enforcing the clearing of the right-of-way; if there is an accident we are liable for the lack of enforcement of the visibility of the right-of-way. The area is already reduced in speed to well under what the road can handle. Commissioner Hoefs is going to begin with a letter to the property owners on clearing the right-of-way and will bring an update to the committee next month.

FUTURE AGENDA ITEMS Utility Accommodation Policy, update focuses on the agenda, update on the Town of Jackson section of County Road A.

NEXT MEETING DATE November 8, 2017.

ADJOURN Motion to adjourn was made by Supervisor Lund, seconded by Supervisor Byrne. Motion carried, voice vote. Chairman Gronski adjourned the meeting at 12:02 p.m.