



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

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MINUTES

Infrastructure Committee
November 8, 2017

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

MEMBERS EXCUSED Richard Anderson.

CALL TO ORDER Chairman Gronski called the November 8, 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 There were no public comments.

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 OCTOBER 11, 2017, MEETING Motion to approve the minutes of the October 11, 2017, meeting revising page 3 - Highway Budget Report line 18, removing the duplication of "but sometimes", was made by Supervisor Lund, seconded by Supervisor Paden. Motion carried, voice vote.

MAINTENANCE DEPARTMENT REPORT

Budget Report Maintenance Supervisor Gary Faught reviewed his budget performance report. He stated the maintenance department budget is getting slim due to unexpected repairs, but he will just have to absorb this. Mr. Faught further explained the issues he has been dealing with. Discussion was held on the Maintenance Department aiding the Treasurer's office in downsizing their office and shredding that was completed.

Operational Report Mr. Faught reviewed his submitted report. There were no questions from the committee.

Project Report Mr. Faught reviewed his submitted report. Discussion was held on how unplanned projects/repairs are paid for. Any monetary overage for the year will be covered by the general fund.

Discussion on 2018 Window/Door Caulking by Advance Masonry Restoration Mr. Faught reported when Advanced Masonry Restoration (AMR) was in the building this summer repairing

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masonry joints, they looked through the building for future structural integrity. They found more caulking replacement was needed than originally expected. Originally, \$15,000.00 was earmarked for the project, but the actual cost will exceed that amount. They will begin by focusing on the front and western edge of the building; total expense should not exceed \$25,000.00. The removal of the caulking will have to be done by hand. Mr. Faught was not looking for action on this item, just wanted to make the committee aware of the issue and the costs attached to it.

UPDATE ON FIRST FLOOR REMODEL Administrator Ehalt updated the committee on the first floor remodel. The project is behind schedule due to back ordered materials and additional electrical work. Mr. Ehalt feels the extended timing of the remodel is not impacting the departments. After receiving two furniture bids for the remodel, the bid was rewarded to Environments out of Eau Claire. Zoning staff visited the University of Wisconsin – Eau Claire to view similar furniture supplied by Environments to assure the quality. The committee questioned Mr. Ehalt on the morale of the staff in reference to the project. Mr. Ehalt believes, overall staff attitudes have been positive. Some questions have arisen about the combining of departments and issues with the natural lighting in certain offices. These issues will continue to be worked through. Discussion was held on the need for signage, both permanent and temporary, making the public aware of the office moves.

AIRPORT DEPARTMENT

Budget Report There were no questions on the submitted report.

Operational Report There were no questions on the submitted report.

Project Report The upgrades to the Burnett County hangar where the new airplane mechanic will be housed, are nearly complete. The new mechanic, Otieno Oduor has moved his equipment into the hangar. The September car show and radar run attendance was down, but the spectators increased to 400 and there were 85 drivers. The weather was a deterring factor. Discussion was held on changing the time of year and they updated the timing system. Mr. Ehalt updated the committee on the State Road 35/70 round-a-bout project. The Department of Transportation is going to close out the project this winter and Burnett County will not be accepting it. It is not up to standard yet. The Runway Protection Zone (RPZ) is supposed to be taken over by the county following the completion of the project, but Mr. Ehalt is not comfortable with the project in its current state.

HIGHWAY DEPARTMENT

Budget Report Highway Commissioner Mike Hoefs reviewed his special projects report and explained the options for assuring all allotted funds are spent. He is currently projecting being \$30,815.00 under budget. The goal is to come within a few percentage points of the budget. Mr. Hoefs explained his Performance Based Maintenance Report he included in the document packet. This is a program through the state where the county bids on state jobs and receives some funding back from the state by performing the jobs under budget. Mr. Hoefs explained about a surge coming down the pipe from other counties that would like this program to end. The Wisconsin County Highway Association needs to hear from the committee in support of the program and how much it benefits our county. Discussion was held on how the program started, its history and how work is warranted. Mr. Hoefs feels he has a very good handle on this program and its nuances. Discussion was held on who was interested in attending Winter Road School; Supervisor Paden and Byrne were interested in attending.

Operational Report Mr. Hoefs reviewed his operational report. The Highway Department will be utilizing a new state funded salt brine mixer. Using a salt brine mixture is more economical for the county because brine activates the salt and allows it to work more efficiently.

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Project Report Mr. Hoefs reviewed his submitted project status report. The committee requested Mr. Hoefs verify the County Road H landowners have been contacted about the need for their land to be purchased to make the changes to the 90 degree turns from County Road G to Gaslyn Creek Road.

Wisconsin County Highway Association (WCHA) Utility Accommodation Policy Mr. Hoefs explained the WCHA Utility Accommodation Policy to the committee. This document helps the county negotiate with utility companies when they are working within the county right-of-ways. Mr. Hoefs requested the committee consider converting the document into a county policy. Discussion was held on the process of adopting the WCHA Accommodation Policy into county policy.

Supervisor Sybers was excused at 11:10 a.m.

Motion to approve the Wisconsin County Highway Association Utility Accommodation Policy and move it on to the next step was made by Supervisor Lund, seconded by Supervisor Awe. Motion carried, voice vote. A motion to Amend the previous motion to include any amendments made to the Wisconsin County Highway Association Utility Accommodation Policy was made by Supervisor Awe, second by Supervisor Lund. Motion carried, voice vote.

Supervisor Sybers returned at 11:14 a.m.

FUTURE AGENDA ITEMS Discussion to change the standing rules for the Infrastructure Committee to have oversight for infrastructure and infrastructure projects.

NEXT MEETING DATE December 13, 2017.

ADJOURN Motion to adjourn was made by Supervisor Lund, seconded by Supervisor Byrne. Motion carried, voice vote. Chairman Gronski adjourned the meeting at 11:14 a.m.