



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

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## MINUTES

Infrastructure Committee  
July 8, 2020

**MEMBERS PRESENT** Chuck Awe, Emmett Byrne, Duane Johnson, Bert Lund Jr., Ramona Moody and Jim Pearson.

**EXCUSED** Don Taylor.

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

**CALL TO ORDER** Chairman Awe called the July 8, 2020, meeting of the Infrastructure Committee to order at the Burnett County Government Center, Room 165 at 9:30 a.m.

**PUBLIC COMMENTS** There were none.

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

**APPROVAL OF MINUTES OF JULY 8, 2020, MEETING** Motion to approve the minutes of the July 8, 2020, meeting as submitted was made by Supervisor Lund, seconded by Supervisor Byrne. Motion carried, voice vote.

### **AIRPORT DEPARTMENT**

**Budget Performance Report** The Airport Budget Performance Report was submitted and reviewed. Mr. Schultz reported Jet A fuel sales have been up.

**Operational Report** Operations Supervisor Chuck Schultz answered committee questions. Mr. Schultz reported the card reader terminal is down, Fuel Master sent the part and he will be installing it soon.

**Project Report** Mr. Schultz answered committee questions. The committee discussed the Time Trials scheduled for September 19, 2020. The consensus was to move forward with the event knowing it could change due to the ongoing COVID-19 changes. Administrator Ehalt recommended talking with Health and Human Services Director Allison Fern and Emergency Management Director Jim Tolbert for guidance if this event happens.

**2021 Department Budget Review and Committee Approval** Administrator Ehalt stated there are no significant changes to the budget.

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<u>2021 Budget Summary Request</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Net</u>
Airport	\$263,016.00	\$326,637.00	(\$63,621.00)

Motion to approve the 2021 Airport Department budget proposal and recommend to the Administration Committee for final approval was made by Supervisor Moody, seconded by Supervisor Byrne. Motion carried, voice vote.

#### **MAINTENANCE DEPARTMENT REPORT**

**Budget Performance Report** Maintenance Supervisor Gary Faught reviewed his budget performance report.

**Operational Report** Mr. Faught reviewed his submitted report and answered committee questions. There was a joint leak in the heating system that resulted in shutting down the boiler system until the repair was complete.

**Project Report** Mr. Faught reviewed his project report and answered committee questions. He reported they would start working on the Clerk of Courts counter project this fall.

**2021 Department Budget Review and Committee Approval** Mr. Faught commented the budget is the same as usual. They will be replacing the pumping station by the ponds and boiler water pumps next year. Administrator Ehalt stated there are some training funds to prepare for Gary Faught's retirement in the next couple of years.

<u>2021 Budget Summary Request</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Net</u>
Maintenance	\$500.00	\$547,976.00	(\$547,476.00)

Motion to approve the 2021 Maintenance Department budget proposal and recommend forwarding to the Administration Committee for approval was made by Supervisor Johnson, seconded by Supervisor Lund. Motion carried, voice vote.

#### **HIGHWAY DEPARTMENT**

**Budget Performance Report** Highway Commissioner Mike Hoefs reviewed his budget performance report.

**Operational Report** Mr. Hoefs reviewed the operational report and answered committee questions. There are currently four seasonal workers hired through the summer.

**Project Report** Mr. Hoefs reviewed the submitted project status report and answered committee questions. The County Trunk Highway B Bridge rehabilitation is being re-bid because the bids were too high. MSA conducted a crash analysis for the intersection of County Trunk Highway X and Lakeview Church Road and there is no history of crashes at this intersection.

**2021 Department Budget Review and Committee Approval** Mr. Hoefs discussed adding overhead fees and administrative costs to both internal and external departments to recover overhead costs for the Highway Department.

<u>2021 Budget Summary Request</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Net</u>
Highway	\$6,259,935.00	\$6,259,935.00	\$0.00

Motion to approve the 2021 Highway Department budget proposal and submit to the Administration Committee for approval was made by Supervisor Pearson, seconded by Supervisor Byrne. Motion carried, voice vote.

**FUTURE AGENDA ITEMS** There were none.

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**NEXT MEETING DATE** August 12, 2020.

**ADJOURNMENT** Motion to adjourn was made by Supervisor Moody, seconded by Supervisor Byrne. Motion carried, voice vote. Chairman Awe adjourned the meeting at 11:27 a.m.