



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE

Burnett County Government Center
August 26, 2009

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MINUTES

CALL TO ORDER Chairman Carsten Endresen called the August 26, 2009, meeting of the Infrastructure Committee to order at 9:00 a.m. in Room 165 of the Burnett County Government Center.

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

MEMBERS PRESENT Richard Anderson, Charles Awe, Carsten Endresen, Eldon Freese, Bert Lund, Jr., Harry Patneau and Christopher Sybers.

PUBLIC COMMENTS None.

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

APPROVAL OF MINUTES OF JULY 15, 2009, MEETING Motion to approve the July 15, 2009, minutes was made by Supervisor Awe, seconded by Supervisor Freese. Motion carried, voice vote.

APPROVAL OF MINUTES OF AUGUST 6, 2009, MEETING Motion to approve the August 6, 2009, minutes was made by Supervisor Anderson, seconded by Supervisor Patneau. Motion carried, voice vote.

NEEDS ASSESSMENT DISCUSSION Chairman Endresen stated 15 minutes would be allowed for discussion of the Needs Assessment Study and to record the feelings of the committee. Supervisors Awe, Anderson and Freese expressed concern with the documents Ayres and Associates provided at the July 15, 2009, meeting. The general feeling was the contractors had not fulfilled their contract and insufficient detail had been included in the report provided to justify a building program to the public. Maintenance Department Supervisor Gary Faught said the report was preliminary and the contractors were expecting the committee to set priorities. Mr. Faught asked if the committee wanted a redraft of the preliminary report or if their concerns should be addressed in the final product. Following discussion, Chairman Endresen stated committee comments should be shared with the contractors to assist them with the final report. Committee members agreed a new Highway Building was the greatest building need.

AIRPORT DEPARTMENT

Airport Department Report Airport Manager Jeremy Sickler reviewed the monthly department and budget performance report and answered questions from the committee.

Runway Expansion Update The runway expansion project is on or ahead of schedule to be completed by October 1, 2009. Wisconsin Bureau of Aeronautics (WBOA) will finance stump grinding, filling and reseeded on private property within the airport easement. A Department of Natural Resources (DNR) permit is required to remove trees within Amsterdam Sloughs. County Administrator Candace Fitzgerald is handling the DNR permit application. Discussion ensued about access onto Meenon township roads and measures being taken to prevent damage to them. Obstruction lights and visibility balls are being installed on the power lines at the end of the runway.

Mission and Goals The committee reviewed the Airport Department Mission and Goals statement to be included in the 2010 budget book.

MAINTENANCE DEPARTMENT

Maintenance Department Report Mr. Faught reviewed the monthly department and budget performance reports and answered questions from the committee. Mr. Faught reported Jacob Holstrom had been hired to fill the custodian/engineer position.

Mission and Goals The committee reviewed the Maintenance Department Mission and Goals statement to be included in the 2010 budget book.

Review Meeting Room Policy An event recently scheduled by an outside group in one of the Government Center meeting rooms raised questions about the Burnett County Government Center meeting room policy. County Clerk Wanda Hinrichs reviewed policies of other counties and ideas she and Mr. Faught have discussed to update the current meeting room policy. The committee agreed meeting rooms should be available to the public but sponsorship of these events must be made clear in any advertisements. Following discussion, Chairman Endresen requested Mr. Faught and Ms. Hinrichs draft a revised meeting room policy for committee review at the September 16, 2009, meeting.

Supervisor Sybers was excused at 9:56 a.m. to attend court. He returned to the meeting at 9:59 a.m.

HIGHWAY DEPARTMENT

Budget Performance Report Highway Department Commissioner Robert Morehouse reviewed the department budget performance report and answered questions from the committee.

Project Status Report Mr. Morehouse reviewed the Open Project Status Report and reported on recent additions. Mr. Morehouse clarified the state road mowing policy. The status of road work in the Town of Swiss was reviewed.

Mission and Goals-2010 Budget Mr. Morehouse reviewed the Highway Department Mission and Goals for the 2010 budget book and reported information requested by Ms. Fitzgerald will be added.

2010 Request for Bridge Aids – Roosevelt Township Mr. Morehouse reviewed the request from the Town of Roosevelt to enter the Bakker Road Bridge into the 2010 Federal Bridge Program. This is the first step in the process. Motion to approve entering the Bakker Road Bridge into the Federal Bridge Program was made by Supervisor Awe, seconded by Supervisor Patneau. Motion carried, voice vote.

County Bridge Aid Request – Town of West Marshland Mr. Morehouse reviewed the request from the Town of West Marshland for county bridge aid. Mr. Morehouse has questions about the cost of the project and whether it is already included in a state funded program. Motion to

table the Town of West Marshland request was made by Supervisor Anderson, seconded by Supervisor Patneau. Motion carried, voice vote.

ATV Route Policy and Resolution Mr. Morehouse reviewed the need for a county All Terrain Vehicle (ATV) Route Policy and Resolution and is gathering information from neighboring counties. Mr. Morehouse reviewed documents received from Douglas County which could serve as models for Burnett County. The committee discussed the documents and made suggestions to Mr. Morehouse. The committee also discussed the age limit of riders and whether a 16-year-old age limit was enforceable. Mr. Morehouse will work on draft documents for committee review at the September 16, 2009, meeting. Because requests for additional ATV routes are expected to continue, it is important to develop a county ATV Route Policy.

Wisconsin DNR Follow-up on Contamination at Highway Facility Mr. Morehouse reviewed a letter from the DNR concerning contamination at the Highway Department facility. Mr. Morehouse thought this issue had been resolved. Mr. Morehouse has asked the CedarCorp engineering firm to meet with DNR Hydrogeologist Philip Richard to determine what is needed to settle this matter.

Mr. Morehouse reported the Local Road Improvement Program (LRIP) is being rewritten and the roll out of the 2010 program will be delayed. Mr. Morehouse will notify the towns.

FUTURE AGENDA ITEMS Town of West Marshland county bridge aid request, ATV policy and ordinance, meeting room policy and needs assessment.

NEXT MEETING DATE September 16, 2009, 9:00 a.m.

ADJOURN A motion to adjourn the August 26, 2009, meeting of the Infrastructure Committee was made by Supervisor Anderson, seconded by Supervisor Sybers. Motion carried, voice vote. Chairman Endresen adjourned the meeting at 10:45 a.m.