



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE

Burnett County Government Center
February 17, 2010

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MINUTES

CALL TO ORDER Chairman Carsten Endresen called the February 17, 2010, 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, Bert Lund, Jr., Harry Patneau and Christopher Sybers.

MEMBERS EXCUSED Eldon Freese.

PUBLIC COMMENTS None.

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

APPROVAL OF MINUTES OF JANUARY 20, MEETING Motion to approve the January 20, 2010, Infrastructure Committee Meeting minutes was made by Supervisor Anderson, seconded by Supervisor Lund. Motion carried, voice vote.

HIGHWAY DEPARTMENT

Budget Performance Report Highway Commissioner Robert Morehouse was present to review the department monthly budget report and answer questions from the committee.

Project Status Report Mr. Morehouse reviewed the Project Status Report and answered questions from the committee.

2010 Review and Award of RFP's for Tri-Axle Truck Boxes and Hydraulics Mr. Morehouse reviewed the results of the bid opening for Boxes and Hydraulics for two Tri-Axle Trucks. The bid opening was February 15, 2010, at the Highway Department. Five bids were received and Indianhead Truck Equipment Company was the low bid at \$64,995.00 and \$129,000.00. Motion to accept the low bid from Indianhead Truck Equipment Company was made by Supervisor Awe, seconded by Supervisor Patneau. Motion carried, voice vote.

2010 Spring Road Restrictions on all County Highways Class B Posting Mr. Morehouse reported Spring Road Restrictions will be posted on all county roads beginning March 22, 2010, for approximately six weeks. This is the first time road restrictions have been placed on all county roads. The restrictions are necessitated by the cost of road repairs and reduced state and

county budgets. The date of the restrictions may change due to weather conditions. The restrictions will be posted on the roads and in newspaper notices.

ATV Ordinance Discussion Mr. Morehouse reported he met with surrounding counties and Forestry/Recreation Deputy Ryan Bybee on a proposed Burnett County All Terrain Vehicle (ATV) Ordinance. Mr. Morehouse distributed drafts of a county ATV policy and ordinance for future discussion. Supervisor Sybers reported the Burnett County Towns Association membership approved a motion to accept a county ordinance at their January 28, 2010, meeting if one is adopted. Discussion of the ATV policy and ordinance will be a future agenda item.

Request for RFP's for Oil and Asphalt Mr. Morehouse requested approval to issue a request for proposals for oil and asphalt for 2010. Bid opening will be March 24, 2010. Motion to approve a request for proposals for oil and asphalt was made by Supervisor Anderson, seconded by Supervisor Sybers. Motion carried, voice vote.

Supervisor Anderson asked Mr. Morehouse his opinion of the land swap proposed by the Town of Swiss under consideration by the Natural Resources Committee. Mr. Morehouse is very interested in the gravel pit on the Town of Swiss parcel.

AIRPORT DEPARTMENT

Airport Department and Budget Performance Reports Airport Manager Jeremy Sickler was not present to review the monthly department and budget reports.

Update on Six Year Development Plan No report was given.

Resolution for Approving Airport Ordinance for Regulating Height of Structures and Trees Chairman Endresen reviewed the Wisconsin Bureau of Aeronautics requirement for a new ordinance every five years to cover their updated height limitations. Motion to approve the resolution Approving Burnett County Ordinance Regulating the Height of Structures and Trees was made by Supervisor Anderson, seconded by Supervisor Lund. Motion carried, voice vote. Details needing verification before the ordinance is considered by the full county board, are the date of the ordinance to be rescinded, the heights shown in section IV and confirmation the new runway has been factored into the new height restrictions.

MAINTENANCE DEPARTMENT

Maintenance Department Report Maintenance Department Supervisor Gary Faught reviewed the monthly department report and answered questions from the committee. The infrared scan suggested in the Space Needs Study was conducted and no problems were found. The telephone switch upgrade was completed. The Highway Department is now on the Government Center phone system. Mr. Faught attended a demonstration of a voice recognition voicemail system which would be an improvement to the call processors currently in use. It will be several years before this upgrade will be required.

Budget Performance Report Mr. Faught reviewed the department budget performance report.

Discuss Policy on Unused Equipment/Supplies The committee reviewed the Administrative Policy, Section I. Purchasing Policy, Subsection 1.06 Selling Inventory, revised November 20, 2006. Mr. Faught also provided excerpts from several Property and Infrastructure Committee meeting minutes pertinent to the discussion. Mr. Faught commented the committee has a history of not being interested in the disposal of unused or abandoned property. Following discussion of disposal procedures, the committee requested Mr. Faught work with County Clerk Wanda Hinrichs to revise the current policy for a future agenda. The committee agreed the policy should be practical, effective and reflect the current administrative process.

MOTION TO GO INTO CLOSED SESSION PURSUANT TO WISCONSIN STATUTES 19.85(1)(C) TO DISCUSS EMPLOYEE PERFORMANCE EVALUATION – MAINTENANCE Motion to go into closed session made by Supervisor Sybers, seconded by Supervisor Awe. Motion carried, roll call vote: Chairman Endresen, yes; Supervisor Awe, yes; Supervisor Patneade, yes; Supervisor Anderson, yes; Supervisor Sybers, yes; Supervisor Lund, yes.

MOTION TO RECONVENE TO OPEN SESSION Motion to reconvene to open session at 10:10 a.m. was made by Supervisor Awe, seconded by Supervisor Patneade. Motion carried, roll call vote: Chairman Endresen, yes; Supervisor Awe, yes; Supervisor Patneade, yes; Supervisor Anderson, yes; Supervisor Sybers, yes; Supervisor Lund, yes.

ANY ACTION DEEMED NECESSARY FROM CLOSED SESSION DISCUSSIONS Motion to approve Mr. Faught's recommendation to move Jacob Holmstrom to full time permanent status was made by Supervisor Awe, seconded by Supervisor Patneade. Motion carried, voice vote.

FUTURE AGENDA ITEMS ATV ordinance, parade application process for county roads, abandoned property policy and review of airport priority list and six year plan.

NEXT MEETING DATE March 24, 2010.

ADJOURN A motion to adjourn the February 17, 2010, meeting of the Infrastructure Committee was made by Supervisor Sybers, seconded by Supervisor Patneade. Motion carried, voice vote. Chairman Endresen adjourned the meeting at 10:12 a.m.