



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE

Burnett County Government Center
March 24, 2010

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MINUTES

CALL TO ORDER Chairman Carsten Endresen called the March 24, 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, Eldon Freese, Bert Lund, Jr., Harry Patneau and Christopher Sybers.

PUBLIC COMMENTS Carl Hanson asked to reserve his public comments about agenda item 9.f., ATV Ordinance Discussion. Eldon Freese alerted the committee of the proposed office consolidation of the Land Use Department and other possible uses of Room 170 after it is vacated by Veterans Services. He encouraged committee involvement in the discussion of uses for the Penta Hill property.

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 FEBRUARY 17, MEETING Motion to approve the February 17, 2010, Infrastructure Committee Meeting minutes was made by Supervisor Sybers, seconded by Supervisor Anderson. Motion carried, voice vote.

REQUEST FOR SECOND FLOOR BEVERAGE MACHINE Lounge Committee members Stacy Hopke, Wanda Washkuhn and Kari Letch were present to request a beverage machine for the second floor waiting area of the courtroom. Beverage sales are a fundraiser for the Lounge Committee and a beverage machine on the second floor would be a convenience for people waiting for court. Judge Kutz has no objection to the beverage machine being located outside of the courtroom. Maintenance Supervisor Gary Faught expressed concern about the aesthetics of a beverage machine in this location and the energy costs of installing and operating the machine. Mr. Faught recommends postponing this decision until consolidation of offices has been finalized. Ms. Hopke stated it would be possible for the Lounge Committee to contract with a new vendor who would maintain and stock all of the beverage machines in the building if another machine was installed. The contract could be terminated at any time. Motion to approve the Lounge Committee's request for a beverage machine on the second floor was made by Supervisor Anderson, seconded by Supervisor Freese. Motion carried, voice vote. The

committee asked to be informed if the energy costs of the new beverage machine became a concern.

AIRPORT DEPARTMENT

Airport Department and Budget Reports Airport Manager Jeremy Sickler was present to review the monthly department and budget reports. Supervisor Awe asked for a breakout of jet fuel sales for 2009. Mr. Sickler reported the fuel pumps were working again.

Update on Six Year Development Plan Mr. Sickler reported on the meeting with the Wisconsin Board of Aeronautics (WI BOA) which he, Supervisor Endresen and County Administrator Candace Fitzgerald attended March 23, 2010, in Madison. Topics included concerns of the Federal Aviation Administration (FAA) about the condition of the runway pavement. The FAA indicated the apron in front of the fuel system is in need of near-term repair while the old runway will need repair by 2015. Discussion ensued on how the FAA concerns affect the six-year airport plan, safety-related projects vs. revenue generating projects and state, federal, entitlement and discretionary funding. Mr. Sickler stated the WI BOA encouraged petitioning for the projects previously identified by the committee. Mr. Sickler also reported as much as \$29,000.00 may be remaining from the runway expansion. Discussion ensued on a list of priority projects including a new fuel system, hangar development, repair of apron pavement plus a taxiway to the new hangars and repair of old runway pavement. Motion for Mr. Sickler to investigate the amount of funds remaining from the runway expansion project and to prepare petitions for the four priority list projects was made by Supervisor Sybers, seconded by Supervisor Patneau. The committee did not support Mr. Sickler's request to add snow removal equipment to the priority list. Motion carried, voice vote. Supervisor Awe expressed concern about the safety of the warehouse next to the airport terminal. Mr. Sickler reported there is concurrence amongst the various agencies involved that the traffic roundabout planned for the intersection of State Roads 35/70 will be located outside of the runway approach.

MAINTENANCE DEPARTMENT

Maintenance Department Report Maintenance Department Supervisor Gary Faught reviewed the monthly department report and answered questions from the committee.

Budget Performance Report Mr. Faught reviewed the department budget performance report. The year-end report is complete and came out well. Mr. Faught has not yet received the information needed to produce the signage for the Aging and Disability Resource Center.

Discussion on Unused Equipment/Supplies County Clerk Wanda Hinrichs and Mr. Faught reported their review of the Administrative Policy on purchasing and selling county property was almost complete but asked the committee for direction concerning the tracking of county assets used by contracted employees. Discussion ensued on the current policy of tracking inventory and assets valued at \$500.00 or more. Supervisor Awe volunteered to assist Ms. Hinrichs and Mr. Faught develop a policy on contracted service employees and the assets used by them either off site or in the building. The policy would need the approval of the Infrastructure Committee prior to final approval by the Administration Committee.

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. Mr. Morehouse described the reflective sign maintenance which will begin soon. A database of county and town signs, their location and post types will be built using the ARCVIEW-compatible gun. Sweeping of salt and sand is underway.

2010 Contract with USDA for BEAVER Damage Management Program Mr. Morehouse reported the contract with the United States Department of Agriculture for the Beaver Damage Management has increased to \$3,250.00. Trapping beaver and removing or blowing up dams on private property are funded. The townships can tag onto the county's contract.

2010 Spring Road Restrictions Update Road restrictions on county roads were imposed one week earlier than planned, on March 15, 2010, due to warm weather conditions. Mr. Morehouse has written 35 exemptions to the restrictions and has not received any complaints. Early removal of road restrictions is anticipated, probably by the second week of April.

Proposals due to Wisconsin Prevailing Wage Determination Mr. Morehouse he has not issued requests for proposals for oil and asphalt because he is waiting for a prevailing wage determination from the Wisconsin Department of Workforce Development. The \$25,000.00 prevailing wage threshold is in place for construction projects. Maintenance projects are exempted from this requirement.

ATV Ordinance Discussion Mr. Morehouse distributed an updated draft of the proposed Burnett County All Terrain Vehicle (ATV) Ordinance. Turf and Tundra Club representative Carl Hanson expressed concern about his club being named in the ordinance as a partner but not having been included in the development of the document. Discussion ensued on the costs associated with signage and other aspects of the ordinance.

Supervisor Anderson left the meeting at 11:24 am. Supervisor Lund left at 11:30 am.

Chairman Endresen stated the ATV Ordinance will be a future agenda item. ATV trails are closed until May 28, 2010.

FUTURE AGENDA ITEMS ATV ordinance and policy, the Spring Highway Commissioners' Conference, office consolidations and uses for Penta Hill.

NEXT MEETING DATE April 21, 2010.

ADJOURN A motion to adjourn the March 24, 2010, meeting of the Infrastructure Committee was made by Supervisor Freese, seconded by Supervisor Patneau. Motion carried, voice vote. Chairman Endresen adjourned the meeting at 11:35 a.m.