



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE

Burnett County Government Center
June 16, 2010

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MINUTES

CALL TO ORDER Chairman Awe called the June 16, 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, Bert Lund, Jr., Jim Sundquist, Christopher Sybers and Donald Taylor.

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 Taylor. Motion carried, voice vote.

APPROVAL OF MINUTES OF MAY 12, 2010, MEETING Motion to approve the minutes of the May 12, 2010, Infrastructure Committee meeting was made by Supervisor Lund, seconded by Supervisor Sybers. Chairman Awe noted Larry Koch's name was misspelled. Motion carried, voice vote. Minutes from the May 12, 2010, meeting will be corrected.

RESOLUTION TO ADDRESS ADRC AND VETERANS SERVICES CONCERNS Chairman Awe made a point of order as the Resolution to Address ADRC and Veterans Services Concerns introduced by Supervisor Sundquist should not have been put on the agenda of the Infrastructure Committee. Chairman Awe apologized for this error. Following discussion, the committee suggested Supervisor Sundquist bring the resolution to the Administration Committee. That committee has jurisdiction in this matter and made the decision to move the Veterans Services Office to the Aging Disability and Resource Center area.

RESOLUTION REGARDING HIGHWAY FUND Discussion ensued on the Resolution Placing Advisory Referendum Question on November Ballot which would protect state highway funds from being transferred to the general fund by changing the state constitution. This item is for discussion only. The resolution needs to be revised into the Burnett County format for the July 21, 2010, Infrastructure Committee meeting. If approved by the committee, the resolution will be an agenda item for the July 22, 2010, County Board meeting.

AIRPORT ADVISORY GROUP Airport Manager Jeremy Sickler reported there is interest amongst the hangar owners to reactivate a tenants' organization. Mr. Sickler feels such an organization would help to re-establish good relationships with pilots and hangar owners. Discussion ensued on the value of Infrastructure Committee representation on the advisory group. Motion to allow Mr. Sickler and Chairman Awe to work out the basis of an advisory group was made by Supervisor Anderson, seconded by Supervisor Sybers. Motion carried, voice vote.

AIRPORT SEPTIC SYSTEMS Mr. Sickler reviewed a request from a hangar tenant to install a septic system, noting holding tanks, not septic systems have been allowed in the past. Discussion ensued on creating an addendum to existing leases. The committee agreed the tenant must bear all costs. Motion to approve a holding tank for hangar 22 and direct Mr. Sickler to draft an addendum to this lease covering the details of installation and maintenance was made by Supervisor Taylor, seconded by Supervisor Anderson. Motion carried, voice vote. The tenant will need to apply for a sanitary permit, but no other zoning issues need to be addressed.

AIRPORT DEPARTMENT

Budget

Budget Performance Report There were no questions on the submitted Budget Performance report.

2009 Carryover of Funds – Airport Expansion Project Motion to approve an end of the year carryover of \$90,069.71 from 2009 line item# 101-21-53512-50821 to 2010 line item# 101-21-53512-50821 for the Airport Expansion Project was made by Supervisor Taylor, seconded by Supervisor Lund. Motion carried, voice vote.

Operations Report Mr. Sickler reported a certified airplane mechanic wants to establish an airplane repair business at the airport. Discussion ensued on establishing a process for allowing this type of activity and the need for a field operator permit. Supervisor Taylor suggested Mr. Sickler check with other airports and come back to the committee with a template. Mr. Sickler reported that all work on the new runway will be finished today. There will be a grand opening program at the July 24, 2010, Fly-In. Former County Board Supervisor Carsten Endresen will be invited and recognized for his efforts on behalf of the airport. Lease invoices will be sent out soon.

Project Report

Petitions Mr. Sickler reported the Grantsburg Airport has opted not to use their state project funds. These funds may be available to the Burnett County Airport. In order to apply for them, the project petition process must be expedited to get the petition to the governor by October. The required public hearing will be scheduled at the July 21, 2010, committee meeting. The petition resolution from the Infrastructure Committee must go to County Board on July 22, 2010.

Runway Expansion The tree removal in Amsterdam Slough is complete and the permanent runway painting will be finished today.

Fly-In The Fly-In will be held Saturday, July 24, 2010, 7:00-11:00 a.m.. The Annual Meeting of the Hangar Association is July 23, 2010. The Fly-In will feature antique aircraft.

MAINTENANCE DEPARTMENT

Budget Performance Report There were no questions on the submitted Maintenance Department Budget Performance Report.

Operations Report There were no questions on the submitted Operations Report.

Project Report

Prescription Drug Disposal Unit The prescription drug disposal unit has been installed in the outer entrance to the Sheriff's Department. Instructions for use are posted.

Handicapped Curb Access Mr. Faught reported estimates on ramping the front entrance range from \$900.00 to \$1,200.00. Following discussion, a motion directing Mr. Faught to check with ADRC Director Laura Neve about funding assistance for the ramp and to proceed with installing handicapped ramping in front of the main entrance was made by Supervisor Sybers, seconded by Supervisor Anderson. Motion carried, voice vote.

ADRC Signage Mr. Faught reported the required exterior signage for ADRC has been installed and interior signage is in use.

Recycling Mr. Faught reported Allied Waste Services will provide another four yard recycling dumpster at no additional cost but the 90 gallon collection bins currently in use will need to be turned in. Replacements for these will need to be purchased for approximately \$400.00 each. Additional recycling bins for the interior can be budgeted for 2011. Following discussion, a motion to direct Mr. Faught to proceed with getting an additional four yard dumpster in exchange for the 90 gallon bins and to purchase the needed collection bins was made by Supervisor Sybers, seconded by Supervisor Lund. Motion carried, voice vote. Motion to budget for two recycling bins outside, two in the lobby and two on the second floor was made by Supervisor Sybers, seconded by Supervisor Lund. Motion carried, voice vote.

HIGHWAY DEPARTMENT

Budget

Budget Performance Report There were no questions on the submitted Highway Department Budget Performance Report.

2009 Annual Financial Report There were no questions on the submitted 2009 Annual Financial Report.

Operations Report Highway Commissioner Robert Morehouse reported on work to be done for other municipalities, repairs to equipment, and receipt of equipment purchased.

Project Status Report

Road Projects Commissioner Morehouse reviewed the additional projects added to the submitted Project Status. All paving projects will be completed in July and chip sealing projects will be completed in August.

ATV Ordinance and Policy Resolution Chairman Awe updated the committee on the progress of the group working on the All Terrain Vehicle (ATV) Ordinance and Policy and the resolution to adopt the ordinance. The resolution will be presented for approval at the July 21, 2010, meeting and there will be public comments at that time. Turf and Tundra Club President Carl Hanson and club member Richard Costerisan spoke on additional concerns the group has about the draft ordinance. Following discussion of speed limits, route closures and response time to applications, the committee indicated they saw no need to make changes to the draft ordinance. Chairman Awe noted the ordinance will cover Utility Terrain Vehicles (UTVs) as Burnett County is participating in the pilot project. Municipalities or ATV organizations can submit applications for opening ATV routes on county highways, but not individuals as previously stated in the draft ordinance.

INFRASTRUCTURE COMMITTEE RESPONSIBILITY AND AUTHORITY The committee discussed the scope of the Infrastructure Committee as defined in the County Board Standing Rules. Additional discussion ensued on the meaning of "county property" as it pertains to the Sheriff's and Highway Departments. Discussion also ensued on the communication towers and capital assets vs. county property. No action was taken.

FUTURE AGENDA ITEMS Highway fund resolution, airport petition resolution, handicapped access, ATV ordinance and citizen request to change a speed limit.

NEXT MEETING DATE July 21, 2010.

PENTA PROPERTY UPDATE AND TOUR Chairman Awe was unable to schedule a tour of Penta Hill. It will be scheduled at a later date. County Administrator Candace Fitzgerald was present to update the committee on possible acquisition of the property. Additional investigation will be needed because the property was forfeited and no taxes have been paid.

ADJOURN A motion to adjourn the June 16, 2010, meeting of the Infrastructure Committee was made by Supervisor Sybers, seconded by Supervisor Taylor. Motion carried, voice vote. Chairman Awe adjourned the meeting at 11:04 a.m.