



COUNTY OF BURNETT  
**INFRASTRUCTURE COMMITTEE**

Burnett County Government Center

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## MINUTES

Infrastructure Committee

February 15, 2012

**CALL TO ORDER** Chairman Awe called the February 15, 2012, 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 (10:15 a.m.) and Don 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 Sundquist. Motion carried, voice vote.

**APPROVAL OF MINUTES OF JANUARY 11, 2012, MEETING** Motion to approve the minutes of the January 11, 2012, Infrastructure Committee meeting was made by Supervisor Taylor, seconded by Supervisor Lund. Motion carried, voice vote.

### **AIRPORT DEPARTMENT**

**Year-to-Date Budget Summary** There was no questions for Airport Manager Jeremy Sickler on the submitted budget summary report.

**Operations Report** Mr. Sickler reviewed the submitted operations report noting fuel revenues had significantly increased in January due to increased jet fuel sales. Questions were answered about the operations report.

**Project Reports/Other** Mr. Sickler reviewed the project report and answered questions from the committee.

**WRITE-OFF OF UNCOLLECTABLE ACCOUNTS RECEIVABLES** Mr. Sickler presented information on two unpaid account balances; one stemming from 2003 in the amount of \$68.58 and the other from 2004 in the amount of \$104.31 and asked the committee for approval to write them off as neither business existed anymore. Motion to approve writing off both bills in the amount of \$68.58 and \$104.31 was made by Supervisor Anderson, seconded by Supervisor Taylor. Motion carried, voice vote.

**MARCH BUREAU OF AERONAUTICS (BOA) ATTENDANCE** Mr. Sickler will be attending the meeting in March without the committee chair or administrator this year as the committee felt it was reasonable to have him attend alone to discuss the business at hand with the BOA. Mr. Sickler will report back to the committee. Mr. Sickler answered a question by the committee

related to county portion dollars for projects. If the project was committed to before 2012 it is grandfathered in at the county portion only being 2 ½ % of the total amount of the project cost. Changes in the percent ratio, county to state dollar after 2012, will be federal dollars at 90% of the cost, state at 5% and the county will pay 5% of the total project cost.

#### **MAINTENANCE DEPARTMENT**

**Year to Date Budget Summary** There were no questions from the committee on the year-to-date budget summary.

**Operations Report** Mr. Faught reviewed the report and answered questions from the committee.

**Project Reports/Other** There were no questions from the committee on the submitted Project Report from Mr. Faught. Mr. Faught presented additional information on the installation of the new virtual voicemail system. The system is being installed from scratch and in several stages as it is completely replacing the old system which is not compatible. Dispatch and Mr. Faught are working together to figure out a plan for their headsets to work with the new system. With savings from a prior phone purchase, Mr. Faught will have funds available to implement a solution to this problem. Mr. Faught inquired if the county planned to do anything more with the warehouse storage project on Russ Road and/or the basement shelf storage project he worked on during 2011. The committee requested Mr. Faught gather costs and have them available for discussion at the March meeting.

#### **HIGHWAY DEPARTMENT**

**Year to Date Budget Summary** Highway Commissioner Bob Morehouse answered questions on the year-to-date budget summary. Discussion ensued on the budget summary report and how it is not very useful for discussion on current balances and line item information.

**Operations Report** There were no questions on the submitted report. Mr. Morehouse noted the current winter maintenance expenses for the highway department total \$108,654.00. Labor and fringe, overtime, equipment and materials costs were itemized for discussion. A discussion took place on the success and costs savings of the new salt brine mixture used for treating winter roads and how Mr. Morehouse is helping other municipalities in the county prepare trucks so they can use the salt brine mixture also. There will be an environmental site visit next week at the highway department. Mr. Morehouse foresees no problems. An anticipated rise in road material costs for oil will be anywhere from 10%-20% higher. A discussion on bridge maintenance for the county took place and with proposed changes coming at the state level there may be no money for local bridges in the future.

**Project Reports/Other** No questions from the committee on the submitted project report.

**Review and Award Dump truck Bids (Three Chassis)** Mr. Morehouse presented the bid results for the tandem axle and single axle truck requests for price. Motion to accept the low bid for two each of the tandem axle truck and one each of the single axle truck was made by Supervisor Sundquist, seconded by Supervisor Taylor. The bids accepted will be from Astleford International at a cost of \$111,584.00 for the tandem axle trucks and from Fiedler Ford at a cost of \$35,297.00 for the single axle truck. Motion carried, voice vote.

**Request for Prices for Dump Trucks (Three Boxes and Hydraulics)** Motion to move forward with a Request for Prices for Dump Trucks was made by Supervisor Anderson, seconded by Supervisor Taylor. Motion carried, voice vote.

**Request for Prices for Slow Cure Oil and Asphalt Products** Motion to approve Mr. Morehouse to request prices for slow cure oil and asphalt products was made by Supervisor Anderson, seconded by Supervisor Lund. Motion carried, voice vote.

**Salt Brine Update** Mr. Morehouse updated the committee on the salt brine mixture and its success earlier in the agenda.

**Facility Environmental Report** Results of the Indoor Air Quality Assessment Report and

inspection for mold, asbestos, etc. for indoor air quality resulted in a good report on all accounts. There were no identified problems the county must address.

**Winter Road School Report** Chairman Awe noted this was a very good school, but mostly geared for highway commissioners. There was good education provided and it was held at the Chula Vista in the Dells.

Mr. Morehouse and Road Maintenance Supervisor Mike Huber will be attending the NACE National Convention in Lexington, Kentucky April 1, 2012, for several days and will report to the committee when he returns.

Supervisor Sybers here at 10:15 a.m.

Discussion was held on future road maintenance and how the county will fund it, ongoing costs related to the July 1 storm and conversations held with our legislators over what can be done in the future to alleviate such concerns and costs should this happen again.

**FUTURE AGENDA ITEMS** Storage needs, going paperless, ongoing policy and ordinance reviews, budgeting, capital improvement plan and clerk of court window installation.

**NEXT MEETING DATE** March 21, 2012.

**DISCUSS APRIL MEETING DATE** The April committee meeting date will be moved up one week to Wednesday, April 11, 2012.

**ADJOURN** Motion to adjourn the February 15, 2012, meeting of the Infrastructure Committee was made by Supervisor Taylor, seconded by Supervisor Sundquist. Motion carried, voice vote. Chairman Awe adjourned the meeting at 10:30 a.m.