



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE

Burnett County Government Center
September 16, 2009

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MINUTES

CALL TO ORDER Chairman Carsten Endresen called the September 16, 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 Charles Awe, Carsten Endresen, Eldon Freese, Bert Lund, Jr., Harry Patneau and Christopher Sybers.

MEMBERS ABSENT Richard Anderson.

OTHERS PRESENT Roger Spofford.

PUBLIC COMMENTS None.

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

APPROVAL OF MINUTES OF AUGUST 26, 2009, MEETING Motion to approve the August 26, 2009, minutes was made by Supervisor Sybers, seconded by Supervisor Patneau. Motion carried, voice vote.

AIRPORT DEPARTMENT

Airport Department Report Airport Manager Jeremy Sickler reviewed the monthly department and budget performance report and answered questions from the committee. Discussion ensued on the Department of Natural Resources (DNR) permit required for tree removal in the Amsterdam Slough Wildlife Area necessitated by the airport expansion. Tree removal has to begin by December 1, 2009.

Runway Expansion Update The airport runway expansion project is on schedule to be completed by October 1, 2009. Runway paving has been completed and electrical work is almost done. Paintwork on the runway will be done 30 days after paving. A set of temporary markings and lights will be installed until tree removal in the easement has been completed.

Potential Hangar Purchase Roger Spofford of Burnett County Powerline Services (BCPS) was present to answer questions about his request to purchase an existing private hangar for commercial use. BCPS currently leases a county hangar on a month-to-month basis. His business does not have walk up business. Discussion ensued of current leasing requirements and the need

to update these in light of the airport expansion and the desire to attract more commercial traffic. Chairman Endresen stated the current designation of areas for private and commercial hangars has been situational rather than based on written policy. Chairman Endresen asked for the committee's input about Mr. Spofford's request. The committee indicated there are valid reasons to make an exception for Mr. Spofford's business and every effort should be made to work with him. The committee also agreed a future agenda item should be a formal airport plan and a commercial lease template.

MAINTENANCE DEPARTMENT

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

Needs Study Update Mr. Faught reviewed the history of the Needs Study and clarified the language of the Request For Proposal (RFP). The study was meant to be a site development plan not a demographic study or a long range projection of county government needs. Mr. Faught feels the RFP was satisfied in context of a site development plan. Following discussion of why the Needs Study report was received late and whether the study will have any use, Chairman Endresen said the committee will wait for the final report before continuing the discussion. Supervisor Awe requested a discussion of the Needs Study be a future agenda item.

Meeting Room Policy Draft The committee reviewed the proposed Meeting Room Policy drafted by Mr. Faught and County Clerk Wanda Hinrichs. A motion to approve the draft Meeting Room Policy was made by Supervisor Freese, seconded by Supervisor Sybers. The committee's authority in policy setting was discussed. Policies approved at the committee level are sent to the Administration Committee. If approved by the Administration Committee, they are sent to County Board for final approval before being added to the Burnett County Policy Manual. A motion to amend the original motion and add the words "and to forward it to the Administration Committee," was made by Supervisor Awe, seconded by Supervisor Patneau. Amendment carried, voice vote. Motion carried, voice vote.

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 projects for the Towns of Anderson and Trade Lake recently added to the Open Project list.

Maintenance Costs for Radio Towers and Maintenance Costs for Yellow Lake Road (Union Township)

Mr. Morehouse reported the Highway Department has been performing maintenance around the existing radio towers and on Yellow Lake Road in Union Township. This work has not been included in the Highway Department budget. Mr. Morehouse would like to add a line item to the 2010 budget for this maintenance. The committee discussed the maintenance of the future communications towers and agreed the Infrastructure Committee should have oversight of the towers. Motion to request a line item of \$4,000.00 for maintenance around the existing radio towers and on Yellow Lake Road be added to the 2010 Highway Department budget was made by Supervisor Awe, seconded by Supervisor Patneau. Motion carried, voice vote.

Local Road Improvement Program (LRIP) Informational Release Mr. Morehouse reported the rollout of the LRIP program has been delayed at the state level. There will be a meeting on September 21, 2009, to update the counties on the status of the program. Projects should still be submitted by the towns as once the program is rolled out, the turnaround for approval will be short.

Town of West Marshland Bridge Mr. Morehouse updated the request from the Town of West Marshland for county bridge aid. The DNR requirements are extensive as the bridge is located in a floodplain. No decision will be made on reconstructing the bridge for quite some time.

All Terrain Vehicle (ATV) Updates Mr. Morehouse met with the county sheriff to discuss the possible Burnett County ATV ordinance. Mr. Morehouse will be meeting with Forestry/Recreation Office Ryan Bybee to discuss age limits and other enforcement issues. Enforcement of age limits would be easier if towns would adopt a county ordinance as age limits would then be consistent throughout the county.

Meeting – October 22, 9:30 am Hayward Mr. Morehouse reminded the committee of the Fall Committee/Highway Commission meeting on October 22, 2009.

The committee discussed the changes in the state “prevailing wage” regulations and implications for the county and townships.

FUTURE AGENDA ITEMS ATV policy and ordinance; Town of Sand Lake bridge request; needs study update, airport runway update and the Peterson pit ATV trail.

NEXT MEETING DATE October 21, 2009, 9:00 a.m. at Highway Building,

ADJOURN A motion to adjourn the September 16, 2009, meeting of the Infrastructure Committee was made by Supervisor Freese, seconded by Supervisor Sybers. Motion carried, voice vote. Chairman Endresen adjourned the meeting at 10:46 a.m.