



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE

Burnett County Government Center

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MINUTES

Infrastructure Committee

April 11, 2012

CALL TO ORDER Chairman Awe called the April 11, 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., Christopher Sybers (9:05 a.m.), Eldon Freese and Don Taylor.

MEMBERS EXCUSED Jim Sundquist.

PUBLIC COMMENTS None.

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 MARCH 21, 2012, MEETING Motion to approve the minutes of the March 21, 2012, Infrastructure Committee meeting was made by Supervisor Taylor, seconded by Supervisor Lund. A clarification on the \$500.00 donation was made stating the money would not be given directly to the airport but to the new Experimental Aircraft Association (EAA) chapter to use for the fly-in. Another clarification was made under the project report/other area noting it is actually the federal government not the bureau that paid the 95% and now 90% of funding for airport projects. Motion carried with changes, voice vote.

AIRPORT DEPARTMENT

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

Operations Report Mr. Sickler reviewed the submitted operations report. On May 19, 2012, the airport will be used for the kite flying event associated with the Siren Lilac Fest. The Siren Tourism Commission will be donating \$500.00 to the new EAA Chapter to use for the fly-in scheduled for July 28, 2012. Mr. Sickler also noted the second DNR airplane water tanker had arrived to be stationed at the Burnett County Airport during the high fire danger period.

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

AVIATION MECHANIC LEASE Progress continues to finish a lease agreement with an interested party to lease hangar space to operate an airplane mechanic business. Areas of concern in the lease were addressed with Administrator Fitzgerald and Corporation Counsel David Grindell with revisions/additions made. The initial lease rate proposed is \$100.00 a year.

This fee was set reasonably inexpensive in an effort to offer an incentive to get this business started as it should prove to be a worthy addition to the grounds. The mechanic will be located in Burnett County Hangar #1. The hangar will still be able to be used for other means as well. Motion to approve the lease as amended with additions was made by Supervisor Anderson, seconded by Supervisor Freese. Motion carried, voice vote.

RELOCATING ELECTRONIC EQUIPMENT Mr. Sickler updated the committee on the plan for relocating the electronic aviation equipment from the exterior lounge area to an enclosed room built within his current office area. With volunteers doing the labor portion of the project, the expenses are estimated at approximately \$1,000.00 for materials. Mr. Sickler has unused funds in his grounds and grounds improvement account and is asking for approval to use funds from that account to complete the project. Motion to approve the use of funds from the grounds and grounds improvement account to fund the project was made by Supervisor Taylor, second by Supervisor Anderson. Motion carried, voice vote.

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. The jail cell lock installation and repairs were completed.

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 relocation project of the rooftop air conditioner and Room 170 and 172 will no longer be available for use as a meeting room as it will now be used for the new Emergency Management Director.

HIGHWAY DEPARTMENT

Year to Date Budget Summary There were no questions for Highway Commissioner Morehouse on the year-to-date budget summary.

Operations Report There were no questions on the submitted report. Mr. Morehouse updated the committee on the completion of all the required trainings. The department is currently transitioning to the new computer software for signing.

Project Reports/Other No questions from the committee on the submitted project report. Crack sealing for town jobs is moving along; the road sweeping job is complete; and the weight restrictions will be lifted at 12:01 a.m. on April 16, 2012, compared to May 11, of last year. Bids were opened for road materials with a 6% increase in asphalt, oil up 3% and pulverizing is down. The storm damage area cleanup for the highways is nearly complete. Discussion ensued on various means of cleanup and stump grinding efforts that took place.

Grantsburg Truck Storage Building Repairs Mr. Morehouse updated the committee on the need to replace the overhead and service doors at an estimated cost of \$5,700.00. A highway truck and equipment is stored in that building for use on the west side of the county.

Wisconsin Counties Highway Association (WCHA) Summer Road School (June 4-6, 2012) Mr. Morehouse informed the committee the WCHA Summer Road School will be held June 4-6, 2012, and they would be waiting until the new committee assignments to take place before finalizing who will be attending this year. He also noted he had suggested there be more conference agenda items geared toward the supervisors.

Spring Committee/Commissioner Meeting in Hayward May 17, 2012 Mr. Morehouse noted this was the same day as county board. He was planning to attend.

WCHA New Web Page www.wcha.co Mr. Morehouse noted there was a new website for the Wisconsin County Highway Association.

National Association of County Engineers (NACE) Conference Report Mr. Morehouse and Patrol Superintendent Mike Huber just returned from several days in Lexington, Kentucky where the National Association of County Engineers Conference was held. The conference was very

informative. Mr. Morehouse discussed various agenda items with the committee including how to determine if a road should be fixed or accept the liability, making low cost improvements, fixing intersections and double diamond crossovers, amongst many other educational topics.

PAPERLESS UPDATE County Clerk Wanda Hinrichs, Information Technology Director James Leckel and Chairman Awe updated the committee on “going paperless” for committee and county board meetings. The research presented on the project included initial cost savings estimated budget for the project, electron device choices, use and application information, a time line and information from a hands-on meeting with the City of Amery. Discussion ensued with members with many questions and answers exchanged. The committee encouraged the research and asked for concrete numbers to support the cost savings end of the project. Motion to direct Ms. Hinrichs and Mr. Leckel to put a presentation together and move the paperless project concept forward to the Administration Committee was made by Supervisor Anderson, seconded by Supervisor Sybers. Motion carried, voice vote.

FUTURE AGENDA ITEMS Polk-Burnett property update.

NEXT MEETING DATE May 16, 2012.

ADJOURN Motion to adjourn the April 11, 2012, meeting of the Infrastructure Committee was made by Supervisor Lund, seconded by Supervisor Taylor. Motion carried, voice vote. Chairman Awe adjourned the meeting at 10:45 a.m.