



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE

Burnett County Government Center

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MINUTES

Infrastructure Committee

March 13, 2013

CALL TO ORDER Chairman Awe called the March 13, 2013, meeting of the Infrastructure Committee to order at 9:02 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, Dale Dresel, Emmett Byrne, Jeremy Gronski, Christopher Sybers (9:07 a.m.) and Bert Lund, Jr.

PUBLIC COMMENTS None.

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

APPROVAL OF MINUTES OF FEBRUARY 13, 2013, MEETING Motion to approve the minutes of the February 13, 2013, Infrastructure Committee meeting was made by Supervisor Anderson, seconded by Supervisor Byrne. Motion carried, voice vote.

REQUEST FROM TOWN OF WEBB LAKE FOR ATV ROUTE (CTH H, LAKE 26 ROAD TO NAMEKAGON TRAIL, APPROXIMATELY ONE MILE) Chairman Awe introduced the request from the Town of Webb Lake for an ATV Route approval on County Road H from Lake 26 Road to Namekagon Trail. Highway Commissioner Morehouse and the Sheriff's Department have inspected and approved the route. Discussion ensued. Motion to approve an ATV route on County Road H from Lake 26 Road to Namekagon Trail was made by Supervisor Anderson, seconded by Supervisor Dresel. Motion carried, voice vote.

SIREN SEWER SYSTEM DISCUSSION Chairman Awe opened discussion on the subject of Burnett County hooking to the Siren Sanitation System. A proposal by the Siren Sanitation District was presented by MSA Engineer Theresa Anderson for the county to hook into the system during the construction of the State Road 35/70 roundabout project. Higher costs would be avoided should the county decide to hook into the Siren Sanitation District at a later date. Ms. Anderson noted it would be necessary for the county to make a decision very soon to meet deadlines necessary for the engineers to bring the hook up into the final plans for construction of the roundabout. Various options were proposed with cost estimates to bring the line under the roundabout only, bring the line under the roundabout and continue up to the government center or bring the line to the government center and hook up for use. Discussion ensued on costs and

charges depending on the option chosen, contracts, boundary issues and waste disposal issues. Maintenance Supervisor Gary Faught offered information on the current system, its life expectancy, how it works, how it is maintained and current costs for operation. Motion to approve hooking into the Siren Sanitary System was made by Supervisor Byrne, seconded by Supervisor Dresel. Motion carried, voice vote. Supervisor Sybers abstained.

AIRPORT DEPARTMENT

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

Project Reports There were no questions on the submitted Project Report submitted.

Budget Report There were no questions on the submitted Year-To-Date Budget Summary Report.

2012 Carryover Request Airport Manager Jeremy Sickler presented a request for a carryover of funds remaining in the 2012 Airport Expansion Project – Capital Improvement Funds line item. These are remaining dollars from funding for the expansion project to be used for airport improvements. Motion to approve the carryover in the amount of \$93,319.71 to 2013 was made by Supervisor Anderson, seconded by Supervisor Sybers. Motion carried, voice vote.

Fuel Tank Mr. Sickler updated the committee on the status of the current fuel system and the funding options available due to entitlement money from the Bureau of Aeronautics to replace it with a larger tank with better nozzles. Following discussion, motion to proceed with a new fuel system and bring information back to the Infrastructure Committee was made by Supervisor Anderson, seconded by Supervisor Dresel. Motion carried, voice vote.

T-Hangar Chairman Awe proposed building T-Hangars to increase capacity to store aircraft and snow removal equipment. Discussion of the potential rental income and required pavement ensued. Chairman Awe suggested Mr. Sickler and Supervisor Gronski discuss adjusting the timing of T-Hangars in the Long Range Plan when they meet with the Bureau of Aeronautics in March.

BOA Long Range Plan Supervisor Gronski and Mr. Sickler will be discussing adjusting priorities in the current Long Range Plan at their meeting in March. Village of Grantsburg entitlement funds may be available to the county and would enable projects earlier than previously planned.

Capital Improvement Form Review and Approval Motion to approve the Airport Capital Improvement Form was made by Supervisor Gronski, seconded by Supervisor Lund. Motion carried, voice vote.

MAINTENANCE DEPARTMENT

Operational Report Maintenance Supervisor Gary Faught reviewed the Operational Report.

Project Reports/Other There were no questions on the submitted 2012 Projects Report. Mr. Faught reported the old pay phones have been removed and replaced with courtesy phones that are free to local and toll free numbers and use a service, calling card or credit/debit card. The jail sinks have been replaced and the shower stall project completed.

Budget Report There were no questions on the submitted Year-To-Date Budget Summary report.

Capital Improvement Form Review and Approval Motion to approve the Maintenance Department Capital Improvement Form was made by Supervisor Gronski, seconded by Supervisor Dresel. Motion carried, voice vote.

HIGHWAY DEPARTMENT

Operational Report Highway Commissioner Robert Morehouse reviewed the Operations Report and answered questions from the committee. Several culvert issues and freeze-ups required attention. CPR training for employees is scheduled for April. Other municipalities will be invited to participate. The foreman's pickup and the chipper have been delivered and the loader will be delivered this week. The Department of Transportation is providing portable electronic message boards to warn about spring forest fire danger. In Burnett County, signs will be placed north of Victory Fireworks, Siren and in Danbury. Winter maintenance costs to date are \$280,000.00 of \$386,000.00 budgeted. Spring road weight restrictions will be in effect beginning March 18th. A lot of surface thaw is already going on during the day. Weight restrictions will be in place in all counties on that date.

Request for Prices (RFPs) for Oil, Asphalt and Pulverization for Projects Motion to allow Mr. Morehouse to issue RFPs for oil, asphalt and pulverization bids was made by Supervisor Anderson, seconded by Supervisor Byrne. Motion carried, voice vote.

Projects Reports/Other Mr. Morehouse updated the committee on the 1.5 mile project on County Road H and the preparations and permit applications for a two-tier, five mile project on County Road B.

Budget Report There were no questions on the submitted Year-To-Date Budget Summary Report.

Write Off – Village of Grantsburg Administration Fee for 2007 Surface Transportation Program (STP) Project – Roberts Street Mr. Morehouse reviewed a dispute with the Village of Grantsburg concerning the fee charged by the county for administration of a 2007 Surface Transportation Program (STP) Project on Roberts Street. The village contracted the work and turned bills into the county for payment to the Department of Transportation. The village stated it was unaware of the \$6,139.36 administrative fee. Motion to write-off the \$6,139.36 fee was made by Supervisor Lund, seconded by Supervisor Gronski. Motion carried, voice vote. Supervisor Dresel abstained.

Capital Improvement Form Review and Approval Mr. Morehouse reviewed his capital improvement plan information for discussion with the committee. Motion to approve the Highway Department Capital Improvement Form was made by Supervisor Dresel, seconded by Supervisor Lund. Motion carried, voice vote.

Chairman Awe called for a five minutes recess.

CLOSED SESSION WAS NOT HELD.

DISCUSS HIGHWAY FUNDING FOR THE 2013 HIGHWAY IMPROVEMENT PROJECTS AND DETERMINE ACTIONS Chairman Awe queried Mr. Morehouse whether any further action needs to be recommended to Administration to assure funds will be available for the 2013 Highway Improvement Project. Mr. Morehouse stated the projects are proceeding per normal process. Bids will be opened April 3, 2013, and funds will be needed beginning in June and July. County Administrator Candace Fitzgerald was present and reviewed the options open to the county for funding both the highway and communications projects – bonding and tax exempt loans. The question was asked if there was a drop dead date as to when funds need to be available for the highway projects. Funds for the first phase of the highway projects will come from existing sources so there will be no need for Administration to set a drop dead date.

FUTURE AGENDA ITEMS Airport fuel tank information.

NEXT MEETING DATE April 10, 2013.

ADJOURN Motion to adjourn the March 13, 2013, meeting was made by Supervisor Lund, seconded by Supervisor Byrne. Chairman Awe adjourned the meeting at 11:33 a.m.