



COUNTY OF BURNETT  
**INFRASTRUCTURE COMMITTEE**  
Burnett County Government Center

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## MINUTES

Infrastructure Committee

July 29, 2015

**MEMBERS PRESENT** Emmett Byrne, Charles Awe, Dale Dresel, Jeremy Gronski, Christopher Sybers (10:10 a.m.), Bert Lund, Jr.

**MEMBER EXCUSED** Richard Anderson.

**CALL TO ORDER** Chairman Awe called the July 29, 2015, meeting of the Infrastructure Committee to order at 9:30 a.m. in Room 165 of the Burnett County Government Center, Siren, Wisconsin.

**NOTICE POSTED IN ACCORDANCE TO WIS. STAT. 19.84 OPEN MEETING LAW**

**PUBLIC COMMENTS** None.

**APPROVAL OF AGENDA ORDER** Motion to approve the agenda order was made by Supervisor Lund, seconded by Supervisor Byrne. Chairman Awe requested moving agenda item 8i up between agenda items 5 and 6 and delete agenda item 8j. Motion to amend the original motion to alter the agenda as requested was made by Supervisor Gronski, seconded by Supervisor Dresel. Motion carried, voice vote. Motion with amendment carried, voice vote.

**APPROVAL OF MINUTES OF JUNE 3, 2015, MEETING** Motion to approve the minutes of the June 3, 2015, meeting was made by Supervisor Byrne, seconded by Supervisor Lund. Motion carried, voice vote.

**ATV Request – Town of Oakland** Highway Commissioner Robert Morehouse presented the request from the Town of Oakland to request approving an ATV route to connect the north side of Yellow Lake to the Northern Trail. Mr. Morehouse felt the request meets the county requirements. The request was reviewed by the Sheriff's Department for safety concerns and was determined safe. The two sections would include 998 feet of road on County Road U from Lake Avenue to Van Canneyt Avenue and 2001 feet from Lone Pine Road to State Road 35, ending at Oakland Store. Motion to approve the request and forward to the full county board for final approval was made by Supervisor Dresel, seconded by Supervisor Lund. Motion carried, voice vote.

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### **AIRPORT DEPARTMENT**

**Information on Time Trials** Airport Manager Jeremy Sickler presented a request from Tim Baxter and Mark Pettis, Jr., to hold a time trial event at the Burnett County Airport. The event would be held on one of the runways. Supervisors and Mr. Sickler discussed the terms of the request and any concerns that were expressed including insurance. Mr. Sickler, along with Administrator Ehalt, will develop an agreement document outlining the conditions of the county for holding such an event and bring back to committee on August 12, 2015, for final review.

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

**Operational Report** Mr. Sickler reviewed the Operations Report and answered committee questions.

**Project Reports** Mr. Sickler reviewed the Project Report and answered committee questions. Mr. Sickler noted the Drive-In/Fly-In Air Show Event held July 18, 2015, at the airport was a huge success.

**2016 Budget Request** Airport Manager Jeremy Sickler presented the 2016 Airport Department Budget Proposal and answered questions from the committee. An additional \$3,000.00 needs to be entered in the Salaries – Temporary line item #50114 which will increase the proposed budget. The committee also requested Mr. Sickler work with Administrator Ehalt and review his proposal to possibly make adjustments to some line items to reflect numbers based on the history of expenses.

<u>2016 Budget Summary Request</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Net</u>
Airport	\$166,798.00	\$245,579.00	(\$78,781.00)

Supervisor Sybers now present at 10:10 a.m.

Motion to approve the budget proposal with the addition of \$3,000.00 for salary-temporary and review the budget with Mr. Ehalt was made by Supervisor Byrne, seconded by Supervisor Dresel. Motion carried, voice vote.

### **MAINTENANCE DEPARTMENT**

**Budget Report** There were no questions on the submitted Year-End and Year-To-Date Budget Summary reports.

**Operational Report** Maintenance Department Supervisor Gary Faught answered questions on the submitted Operational Report.

**Project Reports** Mr. Faught reviewed the project report and answered committee questions.

**2016 Budget Request** Maintenance Supervisor Gary Faught presented the 2016 Maintenance Department budget request and answered committee questions.

<u>2016 Budget Summary Request</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Net</u>
Maintenance	\$3,823.00	\$470,804.00	(\$466,981.00)

Motion to approve the budget proposal was made by Supervisor Gronski, seconded by Supervisor Sybers. Motion carried, voice vote.

### **HIGHWAY DEPARTMENT**

**Budget Report** Mr. Morehouse submitted a Year-To-Date Budget Summary report.

**Operational Report** Mr. Morehouse answered questions from the committee on the submitted Highway Operations Report. A recent vacancy has been filled.

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**Project Report** Mr. Morehouse answered questions from the committee on the submitted Project Report.

**Select Committee Members to Reduce the List of Engineering Firms for Design of County Road H Project** Mr. Morehouse explained a vendor list of engineering firms who may bid on the County Road H project must be established and approved at committee due to the use of federal funding. Eligible engineers were noted and Supervisors Gronski, Dresel, Sybers and Byrne volunteered to review the information at a meeting Mr. Morehouse will schedule with County Clerk Wanda Hinrichs. Motion to approve the submitted list of vendors was made by Supervisor Byrne, seconded by Supervisor Lund. Motion carried, voice vote.

**Culvert/Bridge Request – Town of Trade Lake** Mr. Morehouse presented information on a bridge request from the Town of Trade Lake. He plans to expand the current width of the bridge from 19 feet, 6 inches to 20 feet making it eligible to apply for federal aid and enter it in the federal bridge program where the county portion of the cost will only be 20 percent. No action was necessary. Final numbers will be presented at a later date.

**Request to Purchase Four Lift Devices for Heavy Equipment** Mr. Morehouse presented a request for four portable lift devices for the highway shop maintenance using money in equipment fund. The total for all four lift devices is \$45,555.00. Motion to approve the purchase of four lift devices and move to the Administration Committee for final purchase approval of non-budgeted capital purchases was made by Supervisor Byrne, seconded by Supervisor Lund. Motion carried, voice vote.

**2016 Budget Request** Highway Commissioner Bob Morehouse presented the 2016 Highway Department Budget Proposal and answered questions from the committee. During discussion it was recommended to increase the budget to \$1,000,000.00 for road repair and maintenance. Motion to increase the road repair and maintenance to \$1,000,000.00 was made by Supervisor Dresel, seconded by Supervisor Lund. Motion carried, voice vote.

<u>2016 Budget Summary Request</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Net</u>
Highway	\$6,268,767.00	\$6,268,767.00	\$0.00

Motion to approve the budget proposal with an increase to \$1,000,000.00 for road repair was made by Supervisor Byrne, seconded by Supervisor Lund. Motion carried, voice vote.

**Request to Fill Vacancy (William Campana's Resignation)** Motion to accept the resignation of William Campana and approve filling the position was made by Supervisor Sybers, seconded by Supervisor Dresel. Motion carried, voice vote.

**ATV Request – Town of Union**

**Commissioner Request for Retirement** Mr. Morehouse presented his resignation letter and notice of retirement as of November 19, 2015. Motion to accept the letter was made by Supervisor Byrne, seconded by Supervisor Dresel. Motion carried, voice vote.

**Next Steps for Highway/Forestry Facility Project** Mr. Ehalt will be communicating with Kueny Architect to have them present Phase II – Design, and invite them to the next committee meeting for presentation.

**FUTURE AGENDA ITEMS** Kueny Architect and Town of Union ATV request.

**NEXT MEETING DATE** August 12, 2015, at 9:30 a.m.

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**ADJOURN** Motion to adjourn the meeting was made by Supervisor Gronski, seconded by Supervisor Sybers. Motion carried, voice vote. Chairman Awe adjourned the meeting at 12:12 p.m.