



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE
Burnett County Government Center

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MINUTES

Infrastructure Committee
November 18, 2015

MEMBERS PRESENT Emmett Byrne, Charles Awe, Bert Lund, Jr., Jeremy Gronski, Christopher Sybers and Richard Anderson.

CALL TO ORDER Chairman Awe called the November 18, 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. Motion carried, voice vote.

ELECTION OF VICE-CHAIR AND SECRETARY Motion to reinstate the previous officers, Jeremy Gronski to the vacated Vice-Chair seat and Chris Sybers to Secretary was made by Supervisor Lund, seconded by Supervisor Dresel. Vote was done by ballot. Yes, 7. No, 0. Motion carried, ballot vote.

APPROVAL OF MINUTES OF OCTOBER 14, 2015, MEETING Motion to approve the minutes of the October 14, 2015, meeting was made by Supervisor Lund, seconded by Supervisor Sybers. Motion carried, voice vote.

CUMBERLAND AREA SKI TOURING ASSOCIATION MAINTENANCE BUILDING REQUEST Forest and Parks Administrator Jake Nichols presented information to the committee on a request from the Cumberland Area Ski Touring Association to construct, maintain and insure a maintenance building to host their equipment. The trail connects in the Town of Roosevelt and the association maintains it. If the association ever disbands, the building will become Burnett County property. Motion to approve the maintenance building request was made by Supervisor Anderson, seconded by Supervisor Byrne. Motion carried, voice vote.

UPDATE ON HIGHWAY/FORESTRY FACILITY A draft document outlining the complete project schedule for the proposed highway/forestry facility was presented. Discussion ensued on the upcoming open house planned from 6:00 – 8:00 p.m. on December 9, 2015, where displays

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and information stations will be set up to educate the public on the proposed facility and view the existing facility. Public input will be sought and refreshments served.

AIRPORT DEPARTMENT

Budget Report Airport Manager Jeremy Sickler answered questions on the submitted Year-To-Date Budget Summary Report.

Operational Report There were no questions for Mr. Sickler on the Operations Report.

Project Report Mr. Sickler reviewed the Project Report and answered committee questions.

Department of Natural Resources Lease Mr. Sickler presented information on the need to establish a new lease with the Department of Natural Resources who lease a hangar at the airport. After discussion, the terms and rates to be established for the new lease were finalized. Motion to approve a base rate of 12 cents per square foot per year and an escalated 10 percent every five years on a 15 year lease was made by Supervisor Anderson, seconded by Supervisor Dresel. Motion carried, voice vote.

Hangar Owner Lease Mr. Sickler updated the committee on the current terms of a general hangar lot lease at the airport and presented a comparison spreadsheet outlining lease rates of many surrounding and out of area comparable airports. New hangar owners have the option of assuming the remainder of the existing lease or renegotiating an entirely new lease. Discussion ensued on rates and length of lease options. Motion to approve a base rate of 6 cents per square foot per year and an escalated 10 percent every five years on a 25 year lease was made by Supervisor Anderson, 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 Report There were no questions on the submitted project report.

Jail Kitchen Discussion The committee discussed the necessary jail kitchen renovation project with Mr. Faught who is coordinating the project. The project is in the works and Mr. Faught has two months to complete everything necessary to meet the state requirements. The plumbing installation will determine the exact end date for the project.

HIGHWAY DEPARTMENT

Budget Report Highway Commissioner Mike Hoefs submitted a Year-To-Date Budget Summary report.

Operational Report Mr. Hoefs answered questions from the committee on the submitted Highway Operations Report.

Project Report Mr. Hoefs answered questions from the committee on the submitted Project Report. The projects are coming to the end for the season. The town projects on Old A and Conner's Bridge Road will be scheduled for 2016 and there are few ongoing bridge repairs to be addressed this year.

Request for Proposals (RFP) for 2016 Capital Equipment Purchases Mr. Hoefs informed the committee they are in the process of requesting proposals for two trucks, a smaller chassis and a tar kettle, all of which are in the 2016 approved budget.

Accept Retirement Letter from Highway Operations Manager Steve Washkuhn Motion to accept the retirement letter from Highway Operations Manager Steve Washkuhn was made by Supervisor Anderson, seconded by Supervisor Byrne. Motion carried, voice vote. Highway Equipment Operator Jeff Scanlon will step into the position as the Interim Highway Operations

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Manager starting November 30, 2015. His position will be covered through the winter and refilling the position will be addressed in 2016.

Winter Road School (Wisconsin Dells January 18-20, 2016) – Two Supervisors Budgeted
Supervisor Gronski and Chairman Awe will attend the Winter Road School.

FUTURE AGENDA ITEMS Resolution for supporting renaming State Road 87 to Sergeant Carson Holmquist Memorial Highway and a shelter request located in Hertel.

NEXT MEETING DATE December 9, 2015, at 9:30 a.m.

ADJOURN Motion to adjourn the meeting was made by Supervisor Sybers, seconded by Supervisor Lund. Motion carried, voice vote. Chairman Awe adjourned the meeting at 10:55 a.m.