



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE
Burnett County Government Center

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MINUTES

Infrastructure Committee
December 14, 2016

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

MEMBERS EXCUSED Emmett Bryne.

CALL TO ORDER Chairman Gronski called the December 14, 2016, meeting of the Infrastructure Committee to order at 9:33 a.m. at the Burnett County Government Center, Room 165.

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

PUBLIC COMMENTS There were none.

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

APPROVAL OF MINUTES OF NOVEMBER 9, 2016, MEETING Motion to approve the minutes of the November 9, 2016, meeting was made by Supervisor Lund, seconded by Supervisor Awe. Supervisor Awe noted a correction on page one, last sentence of the Update on Highway/Forestry Facility. It should read “moving at a fast pace” rather than “moving at a fast past.” Motion carried, voice vote.

UPDATE ON HIGHWAY/FORESTRY FACILITY Highway Commissioner Michael Hoefs updated the committee on the progress of the Highway/Forestry facility project. Architect Jon Wallenkamp of Kueny Architects was present to answer questions. Pictures of the interior were distributed. A delay on the roof is impacting progress. Rain, snow, and cold are making putting the rubber membrane together difficult which could delay completion of the project by two months.

AIRPORT DEPARTMENT

Budget Report There were no questions on the submitted Budget Performance Report. Discussion ensued on the fuel sales through November 2016, report.

Operational Report Chuck Schultz reported organizers of the Time Trials have set dates for next year: May 13, 2017, and September 16, 2017. Organizers will formally seek approval from the committee next month.

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Project Report County Administrator Nate Ehalt reported discussions with Department of Transportation (DOT) about a solution to the pond water created by construction of the State Road 35/70 roundabout are on hold until March 2017. A request has been made for DOT to report on what will take place next year.

MAINTENANCE DEPARTMENT

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

Operational Report Maintenance Department Supervisor Gary Faught reviewed the submitted Operational Report and answered committee questions.

Project Report Mr. Faught updated the committee on current projects and answered questions from the committee. An update on the first floor remodel project was given by Mr. Ehalt and Kueny Architect Jon Wallenkamp. An action plan will be brought to the committee for approval at the January 11, 2017, meeting.

Review of Exterior Facility Needs Mr. Faught reported he contacted Building Restoration Corporation to inspect the building masonry and propose repairs. Bees have been entering the building through cracks in the masonry. Discussion ensued on the submitted proposal and possible funding sources. Committee consensus was that this project should be started as soon as possible. A formal bid request would be required. Mr. Ehalt and Mr. Faught will bring a proposal for committee review.

HIGHWAY DEPARTMENT

Budget Report Highway Administrator Mike Hoefs submitted a Year-To-Date Budget Summary Report and answered questions from the committee.

Operational Report Mr. Hoefs submitted an Operational Report and answered questions from the committee.

Project Report Mr. Hoefs reviewed his report and answered questions from the committee on the submitted Project Report.

Highway Department Administrative Fee Increase Mr. Hoefs is proposing to increase the 2% administrative fee that is charged to townships. The department's actual administrative costs are 6.20%. The state average is 4.38%. Twenty-nine of the counties that responded to a survey on this issue charge the state rate for all projects. Discussion ensued on the impact to municipalities of a fee increase. Mr. Hoefs will bring additional information to the committee next month.

ATV Route Policy Discussion Two applications to open ATV routes on county roads have been received. Mr. Hoefs would like to "pause" from considering these and other requests until application fees, maintenance costs and signage standards can be worked out. Discussion ensued on establishing an ad hoc committee or focus group comprised of county, municipal and other interested individuals. The committee asked Mr. Hoefs to develop application fee and sign standards for the committee to discuss. This will be taken to the Burnett County Unit of the Wisconsin Towns Association in hopes of getting municipal cooperation.

Approval of Bids for Highway/Forestry Facility Industrial Shelving Motion to accept bids from Bernie's Equipment Company, Inc. for \$36,941.67 for industrial shelving for the Highway/Forestry facility was made by Supervisor Sybers, seconded by Supervisor Anderson. Motion carried, voice vote.

FUTURE AGENDA ITEMS ATV application fees and sign standards and Highway Department administrative fee increase.

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NEXT MEETING DATE January 11, 2017.

ADJOURN Motion to adjourn was made by Supervisor Sybers, seconded by Supervisor Lund. Motion carried, voice vote. Chairman Gronski adjourned the meeting at 12:19 p.m.