



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE
Burnett County Government Center

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MINUTES

Infrastructure Committee

January 11, 2017

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

MEMBERS EXCUSED Dale Dresel and Richard Anderson.

CALL TO ORDER Chairman Gronski called the January 11, 2017, 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 Byrne. Motion carried, voice vote.

APPROVAL OF MINUTES OF DECEMBER 14, 2016, MEETING Motion to approve the minutes of the December 14, 2016, meeting was made by Supervisor Lund, seconded by Supervisor Sybers. 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 noting they will be able to start moving in to the building February 20, 2017. Administrator Ehalt updated the committee on the financial aspects of the project stating the final cost with everything included in the project should come in slightly under budget. The final actual cost of the project will be relayed following completion. The committee will tour the building after the February meeting.

AIRPORT DEPARTMENT

Budget Report There were no questions on the submitted Budget Performance Report.
Operational Report There were no questions on the submitted operational report. The gas pump for fueling county vehicles is not working but will be repaired as soon as possible. A new fuel pump system will be installed at the Highway/Forestry facility location and Airport in mid-summer. Talks and planning are ongoing to do with required tree removal on property near the airport. This is necessary due to Bureau of Aeronautics (BOA) regulations for flight path near the airport.

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Project Report County Administrator Nate Ehalt reported a carry-over request will be requested next month for mowing equipment and funds will eventually be replaced with BOA dollars. The lighting issue that is being found across the state where lights are shutting off due to an electrical system error is also happening at other airports. Runway 5 and 7 are operating fine but runway 3 has been affected.

Time Trial Proposal/Dates Motion to approve the schedule for the Time Trials to be held this summer and fall was made by Supervisor Sybers, seconded by Supervisor Awe. Motion carried, voice vote.

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. The replacement pump has been temporarily wired in and will be rerouted in the spring. The semi-annual fire inspection was done. Mr. Faught got a second opinion on the building masonry and requested information on several options. Significant concerns have been identified so we are looking at doing the necessary work in 2017 and plan for a significant overhaul where necessary in 2018 or 2019. Administrator Ehalt will bring quote information and identify the revenue source at the next meeting. Capital improvement funds will be used for this work and/or will look at other funding sources.

Project Report Mr. Faught updated the committee on current projects and answered questions from the committee.

First Floor Remodel A ballpark figure of \$180,000.00 was identified for the total cost for the first floor remodel and department consolidation. Carryover funds will be requested at the next committee meetings of Natural Resources and Land Use and Information from the Land and Water Conservation, Zoning and Land Use departments. Future plans will be developed for vacated space that will be available in the basement after the first floor project. Motion to approve the first floor remodel project and approve funding up to \$180,000.00 was made by Supervisor Sybers, seconded by Supervisor Awe. Motion carried, voice vote.

HIGHWAY DEPARTMENT

Budget Report Highway Administrator Mike Hoefs submitted a Year-To-Date Budget Summary Report and answered questions from the committee. Mr. Hoefs is looking to finish the 2016 year under budget.

Operational Report Mr. Hoefs submitted an Operational Report and answered questions from the committee. Winter snow removal is underway and the county is selling a lot of sand/salt to municipalities.

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

Highway Department Administrative Fee Increase Discussion ensued on the impact to municipalities of an administration fee increase. We are currently at a 2% administrative fee, the state average is 4.38% and the approximate average for Burnett County actual administrative cost is 6.20%. Discussion ensued on whether the county should raise their administrative fees for road project work. Motion to recommend increasing the administrative fee to the state average of 4.38% and educate the county was made by Supervisor Byrne, seconded by Supervisor Awe. Motion carried, voice vote.

FUTURE AGENDA ITEMS 2017 Infrastructure Committee focuses and airport management.

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NEXT MEETING DATE February 8, 2017.

ADJOURN Motion to adjourn was made by Supervisor Lund, seconded by Supervisor Byrne. Motion carried, voice vote. Chairman Gronski adjourned the meeting at 11:47 a.m.