



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE
Burnett County Highway Department
8150 State Road 70, Siren

7410 County Road K, #105, Siren, WI 54872 • Phone 715-349-2173 • FAX 715-349-2169

MINUTES

Infrastructure Committee
August 2, 2017

MEMBERS PRESENT Charles Awe, Emmett Byrne, Jeremy Gronski, Jim Paden and Christopher Sybers (arrived at 9:36 a.m.).

MEMBERS EXCUSED Bert Lund, Jr. and Richard Anderson.

CALL TO ORDER Chairman Gronski called the August 2, 2017, meeting of the Infrastructure Committee to order at 9:30 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 as presented was made by Supervisor Byrne, seconded by Supervisor Awe. Motion carried, voice vote.

APPROVAL OF MINUTES OF JULY 12, 2017, MEETING Motion to approve the minutes of the July 12, 2017, meeting was made by Supervisor Byrne, seconded by Supervisor Paden. Motion carried, voice vote.

BURNETT COUNTY LAND TO TOWN OF DANIELS Through audits being performed by the Burnett County Zoning Department it was discovered a piece of property in Government Lot 2, Section 16 should have been turned over to the Town of Daniels. Motion to approve the turnover of land from Burnett County to the Town of Daniels was made by Supervisor Awe, seconded by Supervisor Byrne. Motion carried, voice vote.

MAINTENANCE DEPARTMENT REPORT

Budget Report Due to the August 1, 2017, date of the Infrastructure Committee meeting there were no July budget reports complete. Maintenance Supervisor Gary Faught noted the budget is on track.

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

Project Report The submitted Project Report was reviewed and committee questions answered.

Supervisor Christopher Sybers present at 9:36 a.m.

Burnett County Infrastructure Committee
August 2, 2017

2018 Budget Request Approval Maintenance Supervisor Gary Faught presented the 2018 Maintenance Department Budget Proposal and answered questions from the committee.

| <u>2018 Budget Summary Request</u> | <u>Revenues</u> | <u>Expenses</u> | <u>Net</u> |
|------------------------------------|-----------------|-----------------|----------------|
| Maintenance | \$1,172.00 | \$496,781.00 | (\$495,609.00) |

Motion to recommend approval of the 2018 budget proposal was made by Supervisor Sybers, seconded by Supervisor Byrne. Motion carried, voice vote.

UPDATE ON FIRST FLOOR REMODEL Following the preconstruction meeting scheduled for today, Administrator Ehalt will have more information and a clearer timeline for the project.

AIRPORT DEPARTMENT

Budget Report Administrator Ehalt reviewed the budget report with comments by Operations Supervisor Chuck Schultz. There were no committee questions.

Operational Report There were no questions on the communicated Operational Report. Mr. Schultz reviewed the Gandy Dancer Fly-In/Drive-In Air Show submitted report. The day was a huge success. There was positive discussion amongst the committee members about the success of the show and the fundraising efforts of other organizations that occurred during the event.

Project Report Administrator Ehalt, with technical comment from Mr. Schultz, explained the airport is looking into changing the type of fuel they carry for sale. The fuel would have a better shelf life, is cleaner running and is better for the environment. Mr. Schultz stated all airplanes would be able to use the new fuel. We hope to meet with a representative in the near future to get more information and details on this type of fuel. Administrator Ehalt stated the tree clearing project is in the final stages, the airport management team will be interviewing a potential mechanic that would like to rent space and the Airport six-year petition paperwork is complete and will start the process of getting a new engineer for airport projects.

2018 Budget Request Approval Administrator Ehalt presented the 2018 Airport Department budget proposal and answered questions from the committee. Discussion was held on breaking out airport operations manager pay in permanent regular salary to be able to compare what is available to pay a manager. Administrator Ehalt stated this information can be requested, but will not be broken out in the budget.

| <u>2018 Budget Summary Request</u> | <u>Revenues</u> | <u>Expenses</u> | <u>Net</u> |
|------------------------------------|-----------------|-----------------|---------------|
| Airport | \$219,866.00 | \$256,279.67 | (\$36,413.67) |

Motion to recommend approval of the 2018 airport budget proposal was made by Supervisor Sybers, seconded by Supervisor Paden. Motion carried, voice vote.

HIGHWAY DEPARTMENT

Budget Report There were no questions for Highway Administrator Mike Hoefs on the submitted Budget Performance Report.

Operational Report There were no committee questions for Mr. Hoefs after review of his operational report. The new fuel system will be installed after the August 12, 2017, open house.

Project Report There were no questions for Mr. Hoefs on the reviewed project report. Mr. Hoefs has been made aware Burnett County is next in line for CHIP-D funding for the highway H project. Mr. Hoefs expressed his gratitude for the 85 year-old seasonal worker he had on his crew again this year. With his help they were able to get the mowing done in a timely manner. The seasonal worker has been a great asset to the crew and has been a good role model.

Burnett County Infrastructure Committee
August 2, 2017

Accept Letter of Resignation from Corey Laqua and Request to Fill the Full-Time Vacant Equipment Operator Position Mr. Hoefs was congratulated by the committee on the well written job description for this position. The class of recruits to fill the vacant position are very promising. Motion to accept the resignation of Corey Laqua and fill the vacant position was made by Supervisor Byrne, seconded by Supervisor Awe. Motion carried, voice vote.

2018 Budget Request Approval Highway Commissioner Mike Hoefs presented the 2018 Highway Department budget proposal and answered questions from the committee. Discussion was held concerning low revenue amounts and therefore creating a negative differential from last year.

| <u>2018 Budget Summary Request</u> | <u>Revenues</u> | <u>Expenses</u> | <u>Net</u> |
|------------------------------------|-----------------|-----------------|------------------|
| Highway | \$5,195,407.00 | \$6,860,302.00 | \$(1,664,895.00) |

Motion to approve the 2018 proposed highway department budget with an adjustment to the revenue accounts to not exceed the 2017 levy amount was made by Supervisor Byrne, seconded by Supervisor Awe. Motion carried, voice vote.

Administrator Ehalt discussed with the committee the need to begin thinking about funding for future years and future capital improvement projects. He explained the way the funding has been handled in the past will not be able to continue beyond 2019. Mr. Ehalt stated it is important to know what is on the radar for the future needs of the county and its infrastructure.

FUTURE AGENDA ITEMS There were none.

NEXT MEETING DATE September 13, 2017.

ADJOURN Motion to adjourn was made by Supervisor Paden, seconded by Supervisor Byrne. Motion carried, voice vote. Chairman Gronski adjourned the meeting at 11:25 a.m.