



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE
Burnett County Government Center
7410 County Road K, Siren
Room #165

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

MINUTES

Infrastructure Committee
April 11, 2018

MEMBERS PRESENT Charles Awe, Emmett Byrne, Jeremy Gronski, Jim Paden, Bert Lund, Jr. and Christopher Sybers (9:34 a.m.).

MEMBERS EXCUSED Richard Anderson.

CALL TO ORDER Chairman Gronski called the April 11, 2018, 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 no public comments.

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

APPROVAL OF MINUTES OF MARCH 14, 2018, MEETING Motion to approve the minutes of the March 14, 2018, as submitted was made by Supervisor Paden, seconded by Supervisor Lund. Motion carried, voice vote.

REQUEST FOR NEW BUILDING-FORT FOLLE AVOINE Forestry and Parks Administrator Jake Nichols informed the committee a donation of a building was given to the county to be moved to Fort Folle Avoine. Chairman Gronski would like the approval to be done at the Administration Committee. Discussion ensued on concerns about who would maintain the building and where the funds would come from to pay for further expenses. Motion to approve accepting the new building for Fort Folle Avoine and move forward to the Administration Committee for final approval was made by Supervisor Byrne, seconded by Supervisor Lund. Motion failed, voice vote. Motion to approve accepting the new building for Fort Folle Avoine was made by Supervisor Byrne seconded by Supervisor Paden. Motion carried, voice vote.

PRIORITIZATION OF FACILITY PROJECTS DISCUSSION Discussion ensued on the ten projects Administrator Ehalt identified for the 2019 budget. He would like the committee to prioritize the projects. Chairman Gronski requested the evidence room for the Sheriff's Department be on the list for remodel.

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AIRPORT DEPARTMENT

Budget Report Operations Supervisor Chuck Schultz and Administrator Mr. Ehalt answered questions from the committee on the submitted report.

Operational Report Mr. Schultz reported fuel sales are up and going good.

Project Report There was no report on current projects.

Introduction of new MSA Engineer for Burnett County Mr. Ehalt introduced Ryan and Justin who are the new project engineers from MSA. The engineers discussed the upcoming airport project and two month time frame. Depending on weather, the project would run from the end of April through July.

MAINTENANCE DEPARTMENT REPORT

Budget Report Maintenance Supervisor Gary Faught reviewed his budget performance report.

Operational Report Mr. Faught reviewed his submitted report and answered questions from the committee.

Project Report Mr. Faught reviewed the County Board Room project and answered committee questions.

Letter of Retirement from Maintenance and Grounds Custodian James Zeiler and Approval to fill the Vacated Position Mr. Faught requested the approval to fill the vacated position with his current temporary position employee and he would like to see the position be a 40 hour work week. Motion to accept the letter of resignation from James Zeiler and refill the vacated position was made by Supervisor Sybers, seconded by Supervisor Lund. Motion carried, voice vote.

FIRST FLOOR REMODEL RECAP Chairman Gronski reviewed the first floor remodel project. The total cost is \$223,493.02.

HIGHWAY DEPARTMENT

Budget Report Highway Commissioner Mr. Hoefs reviewed his budget report and answered questions from the committee.

Operational Report Mr. Hoefs reviewed his operational report and noted there were more expenses to date this year than last year. He is also hoping to be at full staff in May and is hiring six seasonal staff. Mr. Hoefs will be refilling the equipment operator position. The paint on the cold storage unit is peeling and the plan is to contact the contractor and vendor for repair. The steel will also need to be resurfaced. The crack sealer manufacturer has taken the responsibility for a malfunction and it is being repaired and will be returned in a few weeks. Single axel plow truck #192 will replace the current plow truck at the airport and truck #196 will be traded in next year. Mr. Hoefs is looking for volunteers to go to summer road school in Wisconsin Dells June 4 through 6, 2018.

Project Report Mr. Hoefs reviewed his submitted project status report and answered committee questions.

Letter of Retirement from Highway Department Account Clerk-Cathy Ingalls There are no plans at this time to refill the account clerk position. Bookkeeper Kari Letch from the Forestry/Parks Department will be working for the Highway Department 10 hours a week. There will be a new software program implemented and will be hiring office summer help as well. Motion to approve the letter of retirement from Account Clerk Cathy Ingalls was made by Supervisor Awe, seconded by Supervisor Paden. Motion carried, voice vote.

Discussion and Approval on John Deere Grader Repair Mr. Hoefs reviewed the quotes he received for the grader repair. After further discussion it was decided to repair the transmission at a cost of \$19,000.00.

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Discussion and Approval on Sale of Surplus Equipment Mr. Hoefs reviewed the list of items prepared to advertise for sale on the Wisconsin Online Surplus website. Motion to approve the sale of surplus equipment was made by Supervisor Sybers, seconded by Supervisor Lund. Motion carried, voice vote.

Discussion on Capital Equipment Replacement Process Chairman Gronski reviewed the capital equipment replacement guidelines/policy along with Mr. Hoefs' gain/loss report and maintenance of equipment schedule. Discussion ensued on comparisons and the value of the equipment in regards to a replacement schedule. Mr. Gronski would like to have a replacement process and guidelines established and adopted for use as their standard policy. A rough draft will be submitted to Administrator Ehalt for review.

FUTURE AGENDA ITEM ATV policy discussion.

NEXT MEETING DATE May 9, 2018.

ADJOURN Motion to adjourn was made by Supervisor Sybers, seconded by Supervisor Byrne. Motion carried, voice vote. Chairman Gronski adjourned the meeting at 11:45 a.m.