



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

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## MINUTES

Infrastructure Committee  
August 1, 2018

**MEMBERS PRESENT** Jeremy Gronski, Jim Paden, Bert Lund, Jr., Richard Anderson, Emmett Byrne and Christopher Sybers (9:53).

**EXCUSED** Duane Johnson.

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

**CALL TO ORDER** Chairman Gronski called the August 1, 2018, meeting of the Infrastructure Committee to order at 9:31 a.m. at the Burnett County Government Center Room 165.

**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 JULY 11, 2018, MEETING** Motion to approve the minutes of the July 11, 2018, as submitted was made by Supervisor Paden, seconded by Supervisor Lund. Motion carried, voice vote.

**PHASE II BUILDING REMODEL UPDATE** The Phase II remodel will consist of determining use of the vacated areas in the basement by other departments and the plan to move the lounge, currently located on the main floor, to the basement. Maintenance Supervisor Gary Faught met with representative's from the Sheriff's Department, Health and Human Services and Jon Wallenkamp from Kueny Architects, LLC to tour the areas and discuss the needs and wants of the departments.

### **AIRPORT DEPARTMENT**

**Budget Performance Report** There was nothing new to report for the budget performance report.

**Operational Report** There was nothing new to report on operations.

**Project Report** Operations Supervisor Chuck Schultz reported approximately 3000 people attended the Fly In/Drive. The event was well attended and the vendor sales up.

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## **MAINTENANCE DEPARTMENT REPORT**

**Budget Performance Report** There were no questions for Maintenance Supervisor Gary Faught on the budget performance report.

**Operational Report** Mr. Faught reviewed his submitted operations report. There were no questions from the committee.

**Project Report** Mr. Faught reviewed his submitted project report and answered committee questions. Mr. Faught noted the landscaping project will be started the middle of August. Johnson Controls looked checked over the dispatch center's cooling/heating issue, identified the problem and cleaned a clogged reheat coil. The long-term plan has been postponed.

**2019 Budget Request Approval** Maintenance Supervisor Gary Faught presented the 2019 Maintenance Department Budget Proposal and answered questions from the committee. Mr. Faught commented the projects are listed differently in the budget than in the past years. The mowing and snow removal services are done by the same contractor.

<u>2019 Budget Summary Request</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Net</u>
Maintenance	\$1,172.00	\$577,386.00	(\$576,214.00)

Motion to recommend approval of the 2019 budget proposal request was made by Supervisor Byrne, seconded by Supervisor Paden. Motion carried, voice vote.

## **HIGHWAY DEPARTMENT**

**Budget Performance Report** Highway Commissioner Mike Hoefs reviewed his budget performance report. Mr. Hoefs commented the revenue is over expensed by \$882,000.00.

**Operational Report** Mr. Hoefs reviewed his operational report and answered questions from the committee. The new employee will start in two weeks. The Highway Department mows 442 miles of ditches in the county and 230 miles of state highway.

**Project Report** Mr. Hoefs reviewed his submitted project status report.

**Accept the Resignation of Highway Department Equipment Operator Jay Staples and Approve Filling the Vacated Position** Motion to accept the resignation of Highway Department Equipment Operator Jay Staples and approve filling the vacated position was made by Supervisor Sybers, seconded by Supervisor Lund. Motion carried, voice vote.

**Resolution - Memorandum of Understanding Between Wisconsin Department of Transportation and Wisconsin County Highway Association** This resolution requires WisDOT to administer a Local Bridge Program which provides funds to Local Public Agencies (LPA) for the reconstruction or rehabilitation of local bridges. Mr. Hoefs recommended not approving the resolution as he does not agree with the member oversight responsibilities section. Motion to defeat the Resolution - Memorandum of Understanding between Wisconsin Department of Transportation and Wisconsin County Highway Association was made by Supervisor Byrne, seconded by Supervisor Lund. Motion carried, voice vote.

Mr. Hoefs will communicate the defeat of the resolution to the Wisconsin County Highway Association (WCHA). It will also be communicated to the WisDOT.

**2019 Budget Request Approval** Highway Commissioner Mike Hoefs presented the 2019 Highway Department budget proposal and answered questions from the committee. The department cut budget expenses by over \$100,000.00 from 2018 to 2019 and reduced the dependence on levy dollars by over \$25,000.00. This has been reduced by \$177,000.00 since 2014. The capital equipment spending has been reduced by nearly \$100,000.00. Those funds have shifted to the county road maintenance. The budgeted dollars for capital improvement projects are

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\$750,000.00, along with the a \$300,000.00 grant from the WisDOT, totaling \$1,050,000.00 needed for special projects in 2019.

<u>2019 Budget Summary Request</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Net</u>
Highway	\$5,150,352.00	\$6,694,872.00	(\$1,544,522.00)

Motion to recommend approval of the 2019 budget proposal request was made by Supervisor Paden, seconded by Supervisor Byrne. Motion carried, voice vote.

**FUTURE AGENDA ITEMS** Request for members to attend the Wisconsin Counties Highway Association quarterly regional district meeting in October held in Hayward and the ATV engineering survey discussed at the July 11, 2018, Infrastructure Committee Meeting.

**NEXT MEETING DATE** September 12, 2018.

**ADJOURNMENT** Motion to adjourn was made by Supervisor Lund, seconded by Supervisor Paden. Motion carried, voice vote. Chairman Gronski adjourned the meeting at 10:55 a.m.