



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE

Burnett County Government Center
June 17, 2009

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MINUTES

CALL TO ORDER Chairman Carsten Endresen called the June 17, 2009, meeting of the Infrastructure Committee to order at 9:00 a.m. in Room 165 of the Burnett County Government Center.

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

MEMBERS PRESENT Richard Anderson, Charles Awe, Carsten Endresen, Eldon Freese, Bert Lund, Jr. (9:14 a.m.), Harry Patneade and Christopher Sybers.

PUBLIC COMMENTS None.

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

APPROVAL OF MINUTES OF MAY 20, 2009, MEETING Motion to approve the May 20, 2009, minutes was made by Supervisor Freese, seconded by Supervisor Patneade. Motion carried, voice vote.

Motion to reconsider agenda order and hear item 11 before item six was made by Supervisor Freese, seconded by Supervisor Sybers. Motion carried, voice vote.

AIRPORT DEPARTMENT

Airport Department Report Airport Manager Jeremy Sickler reviewed the monthly department and budget performance report and answered questions from the committee.

Update Runway Project bids for the runway expansion project were approximately \$300,000.00 lower than estimated by the project engineers. Discussion ensued about acquiring property affecting the southeast approach to the runway and the traffic roundabout proposed for the intersection of State Roads 35/70. Mr. Sickler is exploring options for and estimating actual costs of land acquisition. Funds from the Federal Aviation Administration (FAA) or the Wisconsin Bureau of Aeronautics (WBOA) are unlikely. The committee discussed shifting the \$300,000.00 savings in construction costs to land acquisition. A motion to send a letter to the WBOA in support of shifting saved construction funds to land acquisition, written by Mr. Sickler with committee signature, was made by Supervisor Sybers, seconded by Supervisor Awe. Motion carried, voice vote. Mr. Sickler updated the committee on existing easements for tree and vegetation removal. The first cutting will be primarily federally funded; the county share of cost

is 2.5%. Future cuttings would be 100% county responsibility. If the property could be purchased, timber harvest would help to pay for acquisition.

MOTION TO GO INTO CLOSED SESSION PURSUANT TO WISCONSIN STATUTE 19.85 (1) (c) TO DISCUSS THE PERFORMANCE ENHANCEMENT PROGRAM (PEP), COMPENSATION FOR NON-REPRESENTED STAFF AND EMPLOYEE PROBATIONARY PERFORMANCE EVALUATION AND RECOMMENDATION – AIRPORT A motion to go into closed session pursuant to Wisconsin Statute 19.85 (1)(c) to discuss the Performance Enhancement Program (PEP), compensation for non-represented staff and employee performance evaluation and recommendation - Airport was made by Supervisor Awe, seconded by Supervisor Patneade. Motion carried, roll call vote: Supervisor Endresen, Yes; Supervisor Freese, Yes; Supervisor Lund, Yes; Supervisor Anderson, Yes; Supervisor Awe, Yes, Supervisor Patneade, Yes; Supervisor Sybers, Yes.

MOTION TO RECONVENE TO OPEN SESSION A motion to reconvene to open session was made by Supervisor Patneade, seconded by Supervisor Lund. The meeting reconvened to open session at 10:12 a.m.

ANY ACTION DEEMED NECESSARY FROM THE CLOSED SESSION DISCUSSIONS A motion to accept the recommendation of the committee for all the parties reviewed was made by Supervisor Freese, seconded by Supervisor Patneade. Motion carried, voice vote.

REQUEST TO SELL COMPUTERS/MONITORS Information Technology (IT) Department Director Mark Schultz presented his request to dispose of surplus monitors and computers through appropriate means. The computers have been offered to municipalities not currently able to access the county tax collection system. Kill Disk will be used to clean data from the computers. Highway Commissioner Robert Morehouse suggested Wisconsin Surplus Property as an outlet for sale of the equipment. Mr. Schultz knows of two companies recycling computer equipment. A motion to authorize Mr. Schultz to sell or dispose of surplus monitors and computers as he sees fit was made by Supervisor Lund, seconded by Supervisor Anderson. Motion carried, voice vote.

MAINTENANCE DEPARTMENT

Maintenance Department Report Maintenance Department Supervisor Gary Faught reviewed the monthly department and budget performance reports and answered questions from the committee. Supervisor Freese asked if there were any consequences for the Huber inmate who flushed a towel. Because of the extra work and expense, the inmate was removed from the Huber program and returned to the regular jail population. The needs study consultant Ayres Associates is ready to present an initial bubble plan showing space needs for the Government Center. Mr. Faught explained the study is larger than has been done previously and has taken longer because so many departments are involved. The consultants will need committee input after the bubble plan has been reviewed.

HIGHWAY DEPARTMENT

Budget Performance Report Mr. Morehouse reviewed the department Budget Performance Report and answered questions from the committee.

Project Status Report Mr. Morehouse reviewed the Project Status Report and recent project additions. Local transportation aids from the state will be increased 2% in 2010 and 3% in 2011. Mr. Morehouse updated the committee on state road maintenance reductions and reported a

compromise on the mowing policy has been reached. Mowing on state roads will be delayed until the last week of July, but a 15 feet swathe or the bottom of the ditch will be allowed.

Budget Transfers Mr. Morehouse reviewed the 2008 Analysis of Highway Funds report and requested approval for transfers needed to bring the start of the 2009 budget in balance. Unlike other department budgets, year end balances flow forward due to the proprietary status of the highway department. Mr. Morehouse answered committee questions about the mechanics of his budget and revenues from work for local municipalities. A motion to approve budget transfers was made by Supervisor Freese, seconded by Supervisor Awe. Motion carried, voice vote. Mr. Morehouse reported a motion to approve the April 20, 2009, bid awards was requested by Financial Manager Lynn Blahnik. The bid awards were presented at the meeting without committee action. A motion to amend the previously approved May 20, 2009, minutes to approve the April 20, 2009, bid awards as presented in said minutes was made by Supervisor Sybers, seconded by Supervisor Freese. Motion carried, voice vote.

Select/Hire Engineer Consulting Firm for CTH B Project 2010 Mr. Morehouse reported an engineering firm needs to be selected to prepare plans for the federally funded County Road B project, scheduled for 2010 and estimated to cost \$581,000.00. The plans are the responsibility of the county. Mr. Morehouse is requesting approval to solicit engineering firms for letters of intent. A motion to approve the solicitation of engineering firms was made by Supervisor Freese, seconded by Supervisor Patneade. Motion carried, voice vote.

FUTURE AGENDA ITEMS Needs Study Report from Ayres Associates and Highway Department Annual Report.

NEXT MEETING DATE July 15, 2009.

ADJOURN A motion to adjourn the June 17, 2009, meeting of the Infrastructure Committee was made by Supervisor Lund, seconded by Supervisor Freese. Motion carried, voice vote. Chairman Endresen adjourned the meeting at 11:16 a.m.