



COUNTY OF BURNETT  
**INFRASTRUCTURE COMMITTEE**

Burnett County Government Center  
January 20, 2010

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

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**MINUTES**

**CALL TO ORDER** Chairman Carsten Endresen called the January 20, 2010, 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., Harry Patneau and Christopher Sybers.

**OTHERS PRESENT** Wanda Hinrichs.

**PUBLIC COMMENTS** None.

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

**APPROVAL OF MINUTES OF DECEMBER 16, 2009, MEETING** Motion to approve the December 16, 2009, minutes was made by Supervisor Sybers, seconded by Supervisor Awe. Motion carried, voice vote.

**APPROVAL OF DISBURSEMENT OF HOME HEALTH CARE SUPPLIES** County Clerk Wanda Hinrichs was present to request approval of disbursement of Home Health Care supplies remaining after the roll out of the Aging and Disability Resource Center (ADRC). A list of the supplies was included in the committee packet. Ms. Hinrichs explained the general practice of disposing of surplus property at public auction or other appropriate means. In this instance, the Health and Human Services Department would like to donate the Hemosense Inratio Machine to Hearts of Gold, a home health care provider in Shell Lake and the remaining items to Polk County Home Health Care. Motion to approve the donation of Home Health Care supplies was made by Supervisor Freese, seconded by Supervisor Awe. Discussion ensued on which committee should make this decision. Ms. Hinrichs clarified the request originated from the Health and Human Services and the Infrastructure Committee is responsible for disposal of property. Motion carried, voice vote.

**AIRPORT DEPARTMENT**

**Airport Department Report** Airport Manager Jeremy Sickler reviewed the monthly department report and answered questions from the committee. Mr. Sickler reported he has been

snowplowing and ice scraping all month. The removal of trees from the Amsterdam Sloughs is going slow, but is progressing.

**Budget Performance Report** Mr. Sickler reviewed the department budget performance report and answered questions from the committee.

**Update on Six Year Development Plan** Mr. Sickler updated the committee on the petition process approved at the December 16, 2009, meeting. A cost estimate for the petitioned projects is submitted to the state and the airport development plan is updated. The petitioned projects are then officially eligible for funding. The county portion of funds must be committed before the start of the project. A resolution petitioning the funds is necessary but does not guarantee an award from the state. Discussion ensued on the projects to be included in the petition. Mr. Sickler recommends a new fuel system, development of the southeast hangar area and new snow removal equipment. Discussion ensued on the Highway Department plowing the runways and Mr. Sickler plowing around the runway lights with the tractor. Motion to plan the public hearing on the petition for a new fuel system and development of the southeast hangar area at the March 17, 2010, meeting of the Infrastructure Committee was made by Supervisor Freese, seconded by Supervisor Lund. Further discussion ensued on snowplowing of the airport and other projects which could be added to the petition. Supervisor Awe requested Mr. Sickler develop a priority list for review at the February 17, 2010, meeting. Motion carried, voice vote. Referring to an Economic Impact Study of the airport dated March 2009, which was distributed during the meeting, Supervisor Awe expressed concern with the timeliness of the receipt of information and other communication issues.

## **MAINTENANCE DEPARTMENT**

**Maintenance Department Report** Maintenance Department Supervisor Gary Faught reviewed the monthly department report and answered questions from the committee. Mr. Faught reviewed a report on the history of energy usage in the Government Center from 1995/1996 to the present.

**Budget Performance Report** Mr. Faught reviewed the department budget performance report. The department will probably come in under budget for 2009.

**Discuss Boiler Replacement Options and Costs** Mr. Faught asked Johnson Controls to provide a ballpark figure for switching the current boiler system to a gas condensing system as requested by the committee. Piping costs would be high as they would need to be reengineered. The rough estimate to change and reengineer equipment would be \$120,000.00. Grants for this type of work are possible. Energy savings would be approximately 25% (about \$4,000.00) per year so the pay back would be long. Discussion ensued on the current boiler system, how many more years of useful service can be expected and where a new system fits into the Space Needs Study. No action taken.

**Discuss Veterans Office Move and Rooms 170 and 172 Reutilization** Mr. Faught reported the Veterans Office move will take place within the next two months, after which rooms 170 and 172 will be empty. No official requests for the space have been received. Possible uses include meeting rooms, a centralized mail room or consolidation of the Land Information offices. Following discussion, it was agreed the reutilization of rooms 170 and 172 should continue to be a future agenda item. Utilization of space is usually the responsibility of the Infrastructure Committee.

Chairman Sybers asked Mr. Faught to explain what happened to furniture formerly used by the Health and Human Services (HHS) Department. The furniture was moved to the airport during the shift of HHS offices when the ADRC was established. Mr. Faught reported the furniture has been thrown out primarily because of its condition and lack of storage. Government Center property is considered communal once it has been abandoned by a department. If no other

department has a use for it, it can be disposed of by auction or other appropriate means. Supervisor Sybers expressed concern with the lack of communication in this instance. Following discussion of the vagueness of the property policy the committee agreed an unused property policy should be a future agenda item.

#### **HIGHWAY DEPARTMENT**

**Budget Performance Report** Highway Department Commissioner Robert Morehouse reviewed the department budget performance report and answered questions from the committee. The end of year carryover is not shown on the report.

**Project Status Report** Mr. Morehouse reviewed the Open Project Status Report.

**2010 RFP for Tri-Axle Truck Boxes and Hydraulics** Mr. Morehouse requested authorization to requests bids for truck boxes and hydraulics for the two tri-axle trucks just purchased. Motion to approve the request for bids was made by Supervisor Anderson, seconded by Supervisor Patneade. Motion carried, voice vote.

**2010-2011 Equipment Rate Increases Average 7.47%** Mr. Morehouse reported the hourly equipment charges to towns and others will increase on average 7.47% in 2010.

Discussion ensued on new requirements being proposed by the Department of Transportation for the installation of equipment to monitor truck operation.

**FUTURE AGENDA ITEMS** Airport projects petition, abandoned property policy, spring road restrictions and utilization of Rooms 170 and 172.

**SET MEETING DATES FOR 2010** The Infrastructure Committee will continue to meet the third Wednesday of the month at 9:00 a.m.

**NEXT MEETING DATE** February 17, 2010.

**ADJOURN** A motion to adjourn the January 20, 2010, meeting of the Infrastructure Committee was made by Supervisor Sybers, seconded by Supervisor Freese. Motion carried, voice vote. Chairman Endresen adjourned the meeting at 10:47 a.m.