



COUNTY OF BURNETT  
**INFRASTRUCTURE COMMITTEE**

Burnett County Government Center  
May 12, 2010

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**MINUTES**

**CALL TO ORDER** Chairman Awe called the May 12, 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** Charles Awe, Eldon Freese, Bert Lund, Jr., Jim Sundquist, Christopher Sybers and Donald Taylor.

**MEMBERS EXCUSED** Richard Anderson.

**PUBLIC COMMENTS** Carl Hanson, Richard Costerisan, Larry Coch and Audrey Costerisan reserved comments for agenda item 6 (ATV Ordinance Discussion). One written public comment was received regarding the County Road H road project.

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

**APPROVAL OF MINUTES OF APRIL 21, MEETING** Motion to approve the April 21, 2010, Infrastructure Committee Meeting minutes was made by Supervisor Sybers, seconded by Supervisor Freese. Motion carried, voice vote.

**ATV (ALL TERRAIN VEHICLE) ORDINANCE DISCUSSIONS** Chairman Awe reviewed the ground rules for the ATV Ordinance discussion. A meeting of the ATV work team was held on May 5, 2010. Chairman Awe has confirmed support of the Burnett County Sheriff and Corporation Counsel for an ATV Ordinance. Both recommended aligning the county ordinance with state statutes. Chairman Awe opened the meeting for public comments. Carl Hanson, Richard Costerisan and Larry Cook expressed their views about the proposed ATV Ordinance and had specific comments on responsibility for costs associated with opening additional routes and how requests for new routes should be communicated to the Infrastructure Committee. Chairman Awe stated the work team is at an impasse on these two issues and requested input from the committee. Following discussion, it was the consensus of the committee that costs associated with opening new routes should be the responsibility of the county up to the amount budgeted annually for this purpose. Requests for new routes can be made by any ATV club, private citizen or municipality and brought to the Infrastructure Committee. Affected municipalities should be notified of requests for new routes. Chairman Awe thanked the committee for their input. The ATV work team will move forward with writing the ordinance.

Once approved by the Infrastructure Committee, the ATV Ordinance will be brought to County Board for final approval. The next meeting of the ATV work team will be May 27, 2010, 1:00 p.m. at the Highway Building.

**CURB IN FRONT OF GOVERNMENT CENTER – HANDICAPPED SLOPE** Supervisor Taylor requested Maintenance Department Supervisor Gary Faught obtain estimates for improving the handicapped access from the parking lot.

**POLICY ON UNUSED EQUIPMENT/SUPPLIES/PURCHASING ASSETS** County Clerk Wanda Hinrichs and Mr. Faught reviewed the draft policy and answered questions from the committee. The policy now specifically references Information Technologies (IT) and digital related items needing to have memory cleared prior to dispersal. Supervisor Sybers spoke favorably of the notification process specified in the new policy. Chairman Awe requested an annual asset report and a quarterly property disposal report. Motion to approve the Policy on Unused Equipment/Supplies/Purchasing Assets, with minor edits and additional reports was made by Supervisor Taylor, seconded by Supervisor Freese. Motion carried, voice vote.

**FORESTRY TRUCK TRANSFER TO MAINTENANCE DEPARTMENT** Mr. Faught reported the Forestry department has purchased a new truck and turned their 1999 Dodge pickup truck over to the County Clerk for disposal. The Maintenance Department would like to acquire the former Forestry truck to replace their 1993 Ford pickup truck. Motion to approve the transfer of the former Forestry truck to the Maintenance Department was made by Supervisor Taylor, seconded by Supervisor Lund. Motion carried, voice vote.

**PERMISSION TO SELL AGING UNIT VAN** Motion to approve the sale of the Aging Unit van was made by Supervisor Taylor, seconded by Supervisor Sybers. Proceeds of the sale will go back to the Aging Unit. Motion carried, voice vote.

## **RECYCLING**

**Public Recycling** Chairman Awe expressed his view the county needs to lead by example and asked Mr. Faught to investigate costs of increasing recycling options in the building.

**Prescription Drug Disposal Bin** AODA/Mental Health/Adult Services Supervisor Roberta Rudiger was present to review a proposal supported by Sheriff Roland for a prescription drug disposal program. Ms. Rudiger is requesting approval to locate a prescription drug disposal bin in the entryway by the Sheriff's Department. Mr. Faught had no objection to the plan. Sheriff Roland is exploring disposal options. Motion to approve installing a prescription drug disposal bin in the entryway by the Sheriff's Department was made by Supervisor Taylor, seconded by Supervisor Sybers. Supervisor Freese expressed concern with disposal options. Motion carried voice vote.

## **AIRPORT DEPARTMENT**

**Airport Department and 2009 Annual Reports** Airport Manager Jeremy Sickler was present to review the monthly department and 2009 Annual Report. A report from the Wisconsin Bureau of Aeronautics was distributed for the committee as well as the list of projects to be petitioned. Discussion ensued on the delay of removal of trees in Amsterdam Slough. Supervisors Taylor and Sybers will look into the issue.

**Budget Performance Report** There were no questions on the Airport Budget Performance report.

**Conference Report** Mr. Sickler updated the committee on his attendance at the meeting of the State-wide Association of Airport Managers. In addition to the sessions he attended, Mr. Sickler gave a presentation on the runway expansion project.

#### **MAINTENANCE DEPARTMENT**

**Maintenance Department Report** Mr. Faught reviewed the monthly department report and answered questions from the committee.

**Budget Performance Report** There were no questions on the Maintenance Department Budget Performance report.

#### **HIGHWAY DEPARTMENT**

**Budget Performance Report** Mr. Morehouse was present to review the department monthly budget report and answer questions from the committee.

**Project Status Report** Mr. Morehouse reviewed the Project Status Report and answered questions from the committee. Since the report was written, the gravel hauling project for the Forestry Department has been completed. Mr. Morehouse shared a thank you card he received from a citizen about the County Road H project.

**Obtaining Closure WI DNR BRRTS Case #02-07-263397** Mr. Morehouse reviewed the denial from the Wisconsin Department of Natural Resources (WI DNR) to close the Bureau for Remediation and Redevelopment Tracking System Review case #02-07-263397. Mr. Morehouse requested approval to contract with Cedar Corporation to address the concerns of the WI DNR. Motion to approve contracting with Cedar Corporation was made by Supervisor Taylor, seconded by Supervisor Freese. Motion carried, voice vote.

**Big Ten Committee/Commissioner Meeting, Hayward, May 27, 2010** Travel arrangements for committee members who will be attending the meeting were discussed.

**WCHA Summer Road Conference, June 6-9, 2010** Mr. Morehouse distributed confirmations to committee members who are attending the conference.

**DISCUSSION ON SCOPE OF RESPONSIBILITY AND AUTHORITY OF INFRASTRUCTURE COMMITTEE** County Administrator Candace Fitzgerald was present to participate in the discussion. Chairman Awe stated the goal of the discussion is to achieve clarity about the scope of the committee's responsibility and authority. Discussion ensued on the move of the Veteran Services Office and the various meanings of infrastructure. This topic will be a future agenda item for the next few meetings.

**FUTURE AGENDA ITEMS** Public recycling, hazardous waste disposal, resolution regarding location of the Veteran Services Office, discussion on scope of responsibility and authority of the Infrastructure Committee, cross walk to parking lot, committee notebooks, Penta Hill report, Penta Hill tour and Aging and Disability Resource Center entrance discussion.

**NEXT MEETING DATE** June 16, 2010.

**ADJOURN** A motion to adjourn the May 12, 2010, meeting of the Infrastructure Committee was made by Supervisor Taylor, seconded by Supervisor Sundquist. Motion carried, voice vote. Chairman Awe adjourned the meeting at 11:01 a.m.