



COUNTY OF BURNETT
INFRASTRUCTURE COMMITTEE

Burnett County Government Center
October 20, 2010

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MINUTES

CALL TO ORDER Chairman Awe called the October 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, Bert Lund, Jr., Jim Sundquist, Christopher Sybers (9:12 a.m.) and Donald Taylor. Excused, Eldon Freese.

PUBLIC COMMENTS Chairman Awe requested any public comments for agenda item 6, ATV Applications, be reserved until discussion on those items. No public comments at this time.

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 SEPTEMBER 15, 2010, MEETING Motion to approve the minutes of the September 15, 2010, Infrastructure Committee meeting was made by Supervisor Anderson, seconded by Supervisor Lund. Motion carried, voice vote.

ATV APPLICATIONS Chairman Awe presented the request to approve the submitted applications for ATV use on County Road FF and County Road H. Highway Superintendent Bob Morehouse reviewed the applications noting he had no objections to either application at this time. The applications were reviewed by law enforcement with no objections noted. Motion to recommend to county board to approve the resolution "Establish an ATV Route on County Road FF from Dvorak Road to Yellow Lake Road" was made by Supervisor Chell, seconded by Supervisor Lund. Motion carried, voice vote. Motion to recommend to county board to approve the resolution "Establish an ATV route on County Road H from Burls Trail to ATV Route 45" was made by Supervisor Anderson, seconded by Supervisor Lund. Motion carried, voice vote.

AIRPORT DEPARTMENT

Year to Date Budget Summary There were no questions from the committee for Airport Manager Jeremy Sickler on the submitted Year-to-Date Budget Summary.

Operations Report Mr. Sickler reviewed the Airport operations report and answered questions from the committee.

Project Reports Mr. Sicker reported two hangers are up for sale, all surfaces of the runways, excluding the new runway, are eligible for crack sealing and resurfacing and the mechanic request for a location at the airport is being postponed until next spring. Mr. Sickler noted a

private party wanted to donate a van to the airport for a courtesy vehicle and there would be minimal costs involved.

Marketing Plan Work on the plan has been temporarily postponed but information gathering is still happening. A meeting is planned for October 27, 2010, to continue working on the plan.

MAINTENANCE DEPARTMENT

Year to Date Budget Summary There were no questions on the submitted Maintenance Department Budget Performance Report.

Line Item Transfer Motion to approve a line item transfer from account 101-12-51600-50811 to 101-12-51600-50801 for furniture was made by Supervisor Sundquist, seconded by Supervisor Anderson. Motion carried, voice vote.

Operations Report Mr. Faught reviewed the department operations report and answered questions from the committee.

Project Reports There were no questions about the submitted project report. Mr. Faught reported

The Sheriff's Department carpet project was complete and the handicapped sidewalk ramp would be completed still this fall.

Space Needs Inventory Form There has been a storage needs inventory form (SNIP) developed to help departments identify their needs in that area. The Sheriff's Department will lead in the pilot program with the other departments brought in to participate in the information collection at a future date. The committee will act as the sponsor of this project with Maintenance Supervisor Gary Faught as the manager. A conversation ensued on important aspects of proper and adequate storage, and a system for destruction of documents when they have passed the legal retention period.

Parking Lot Discussion Mr. Faught discussed the concerns of the existing parking lot, sidewalks, and driveway and presented two possible plans to explore that may alleviate these issues of concern. Discussion ensued. Mr. Faught will continue to gather information and details on implementing a plan and bring back to the committee in the spring.

HIGHWAY DEPARTMENT

Year to Date Budget Summary There were no questions on the submitted Highway Department Year-to-Date Account Classification Report.

Operations Report Mr. Morehouse reviewed the operations of the Highway Department and answered questions from the committee.

Project Reports Mr. Morehouse reviewed the Open Project Status Report and answered questions from the committee. Discussion ensued on the process and costs of reflectivity of highway signs, new versus re-sheeting signs and how the county might coordinate with municipalities for cost savings. Mr. Morehouse explained why the county works for other communities and counties and why our department needs to have outside sources do some work for our county. The District Highway Association meeting will be October 26, 2010. Discussion ensued on the benefits of attending one or the other of the state highway conferences.

Chairman Awe asked Mr. Morehouse for figures on the Burls Trail ATV route signage. All expenses included were approximately \$630.00 and would be paid by the ATV group.

WISCONSIN COUNTIES ASSOCIATION (WCA) CONFERENCE REPORTS Chairman Awe asked the three Supervisors Anderson, Taylor and Sybers to share information with the committee from the WCA Conference. The supervisors conversed about the sessions they attended and information learned.

Mr. Morehouse stated he had installed two new frost tubes for measuring the frost depth. This will be a very helpful tool for the department.

DISCUSS HIGHWAY RESEARCH

A short discussion on the continued research on highways took place. The next step will be to figure out what direction the committee wants to go with the information they have gathered.

FUTURE AGENDA ITEMS Highway research update, County Road B walking trail and parking lot.

NEXT MEETING DATE November 17, 2010.

AIRPORT TERMINAL AND AIRPORT STORAGE BUILDING ON-SITE TOUR The committee members toured the airport facility including the storage building area. Discussion ensued on the poor condition of the storage building facility.

ADJOURN (AT AIRPORT FACILITY) Motion to adjourn the October 20, 2010, meeting of the Infrastructure Committee was made by Supervisor Anderson, seconded by Supervisor Taylor. Motion carried, voice vote. Chairman Awe adjourned the meeting at 10:45 a.m.