

***MINUTES OF THE HIGHWAY INFRASTRUCTURE &
RECREATION COMMITTEE***

DAY & DATE: May 2, 2013
PLACE: Wood County Courthouse, 400 Market St., Room 115,
 Wisconsin Rapids, WI 54494
MEETING TIME: 8:00 AM
ADJOURNMENT TIME: 12:02 PM
MEMBERS PRESENT: Chairman Allen Breu, Vice-Chairman Trent Miner,
 Secretary Dennis Polach, and Members Marion Hokamp
 and Gerald Nelson
MEMBERS EXCUSED: None
OTHERS PRESENT: Park and Forestry Director Chad Schooley, Forest
 Administrator Fritz Schubert, Highway Commissioner
 Douglas Passineau, Accounting Supervisor John Peckham,
 Ron Jones, Carolyn Jones, Ken Statz, Gerald Dye, Steve
 Grant (WisDNR), Dave Hoks, Lon Weigel, and M.
 Stanojevich (Wisconsin Rapids Rifle and Pistol Club)

1. Item #1 -- Call meeting to order. Chairman Allen Breu called the meeting to order at 8:00 AM. The meeting has been properly posted.
2. Item #2 - Public comments. There were no public comments.
3. Item #3 -- Approve minutes of the April 02, 2013 Wood County State Wildlife Area Advisory Committee and April 04, 2013 Highway Infrastructure & Recreation Committee meetings.

Moved by Polach, seconded by Miner to approve the minutes of the Wood County State Wildlife Area Advisory Committee as presented. Motion carried unanimously.

Moved by Miner, seconded by Hokamp to approve the minutes of the Highway Infrastructure & Recreation Committee as presented. Motion carried unanimously.

HIGHWAY

4. Item #4 -- Discuss, and possibly act on, County Trunk Highway driveway policy. The pros and cons of the current policy were discussed. Commissioner Passineau will research the Wisconsin Counties Highway Association driveway policy and bring his findings back to the Committee next month.

5. Item #5 – Discuss Summer Highway Conference of June 3, 4 and 5. HIRC members interested in attending the Summer Highway Conference should contact the Highway Department office to register.
6. Item #6 – Discuss, and possibly act on, grader quotes. The Department received two quotes for a new grader.

Moved by Miner, seconded by Nelson to authorize the Highway Commissioner to purchase the equipment most advantageous to Wood County after review of the specifications by Highway Department staff. Motion carried unanimously.

7. Item #7 – Discuss personnel issues. The Department has several positions to be filled. Passineau and his staff will be working to fill them in the coming weeks.
8. Item #8 – Current Projects Update. The current projects update was reviewed.
9. Item #9 – Approve payment of bills.

Moved by Miner, seconded by Polach to approve payment of the bills. Motion carried unanimously.

10. Item #10 – The Accounting Supervisor’s report was reviewed.
11. Item #11 – Correspondence. Passineau informed the Committee about a quote he received for a GPS system as discussed in the prior HIRC meeting. The consensus of the Committee was to authorize the Highway Commissioner to proceed with the acquisition of a GPS system. Passineau also told the Committee that the long and severe winter took its toll on the Winter Maintenance Fund. He will be visiting the Executive Committee at their next meeting to discuss the issue.

The Committee recessed for a break at 8:50 AM.

The Committee reconvened at 9:00 AM.

PARKS

1. Item #4 –The Parks Construction Supervisor Report was reviewed (see attached report).

Moved by Miner, seconded by Polach to approve the Parks Construction Supervisor Report. Motion carried unanimously.

2. Item #5 - The Office Supervisor Report was reviewed (see attached report).

Moved by Miner, seconded by Hokamp to accept the recommendation of Director Schooley to accept the bid of \$92,900 from Decker Lumber to build a snowmobile bridge over the Hemlock Creek. Motion carried unanimously.

Moved by Miner, seconded by Polach to approve the Office Supervisor Report. Motion carried unanimously.

3. Item #14 - The Park and Forestry Director Report was reviewed (see attached report).

Item 14a. – K. Statz request to provide rental equipment in park areas.

Ken Statz was present at the meeting and discussed his plan to provide rental equipment such as bicycles, kayaks, canoes, and paddle boards primarily at South Wood County Park.

Moved by Miner, seconded by Hokamp to approve the concept and direct Schooley to work with Statz to finalize the details. Motion carried unanimously.

Item #14b. – Don Kempen, Consolidated Muskie Club request to use 2013 Conservation Aids grant for muskie stocking in Nepco Lake.

The Department has given the Club use of this grant money in the past as the Club's goals are in line with Department goals and they do a good job with the money they get. Schooley was in favor of giving the Club \$2,165 this year if the Department gets the money, which will not be known for a couple months. The club will come up with the 50% matching funds for the grant.

Moved by Nelson, seconded by Hokamp to approve giving the Conservation Aid grant funds to the Consolidated Muskie Club, pending the passage of a resolution by the County Board to that effect. Motion carried unanimously.

Item #14c. – 2014-2018 Capital Improvement Plan (CIP)

Moved by Miner, seconded by Polach to approve the Capital Improvement Plan of the Department and forward it to Finance. Motion carried unanimously.

Item #14d. – Discuss concerns regarding eligibility of Pay for Performance for staff.

Schooley reported that two of the people in his department had been in the "exempt" category under prior County pay plans. They were eligible for merit pay at that time. In the Carlson/Dettman plan, one of those individuals has been put in the "non-exempt" category and is thus ineligible to participate in the Pay for Performance part of the plan. The other individual is still considered exempt, but does not meet the definition of "supervisor" as outlined by the Ad Hoc committee, and is thus ineligible to participate in the Pay for Performance part of the plan.

Moved by Nelson, seconded by Hokamp that the Forest Administrator and Office Supervisor positions be considered for reclassification as Pay for Performance employees by the Executive Committee. Motion carried unanimously.

Item #14e. – Special Use Permits

Wisconsin State Water Ski Show Tournament July 18-24, 2013. The enclosed and open shelter will be rented for these days. Redsands beach will be closed during these days to the general public.

The Mid-Wisconsin Disc Golf Association would like to use the North Wood County Park Disc Golf course for a tournament on June 9. The course would be closed to the general public during the tournament.

Moved by Miner, seconded by Polach to approve the Special Use Permits. Motion carried unanimously.

Moved by Miner, seconded by Polach to approve the Park and Forestry Director Report. Motion carried unanimously.

FORESTRY

1. Item #15 - The Forest Administrator Report was reviewed (see attached report).

Item #15a. – Special Use Permit – Project Appleseed, 10:00 AM with conference call participant.

Ralph Beck telephoned the meeting from Milwaukee. He is a volunteer with Project Appleseed and is helping to facilitate development of their program in this area, and would like to use one of the shooting ranges on the Wood County Forest. The group would like to teach people basic marksmanship from various shooting positions. In addition, a critical part of their program is to teach the history of marksmanship in the United States. They typically get 15 – 25 people

at an event, but attendance can vary. Miner recommended that Beck travel to Wood County and meet with Schubert and the Wood County Rifle and Pistol Club in order for him to inspect the range and further discuss the program.

Item #15b. – Contract Extensions #676, #677, #688, and #691.

Schubert recommended that the Committee not extend the contracts #676 and #677 of Burt Collins Logging due to non-performance. He felt that the Department should re-bid the remaining timber. There is cut timber on-site that remains the property of the County. At this time, Collins owes the County \$8,904.13, which Schubert further recommended be claimed from the performance bonds.

Gerald Dye, of Grand Marsh Bank, was on hand as a representative of the bank that has loaned money to Burt Collins. He informed the committee that Burt Collins Logging is bankrupt. As the bank is responsible for the performance bond, he was present to hear the options in this matter.

Schubert will re-bid the contracts.

Schubert also recommended extending the contracts #688 and #691 for one year with no increase in stumpage.

Moved by Nelson, seconded by Hokamp to accept the recommendations on all contracts as presented by Schubert. Motion carried unanimously.

Item #15c. – Goose Lane Update

Schubert has been working with Corporation Counsel Peter Kastenholz regarding easements on Goose Lane. He and the DNR would like the easements in order to more easily access County property for a variety of forest management purposes. The phrase “forest management purposes” is too vague for the current landowners in the area and they would like to see more detail in the agreement. The County’s stance is that there are too many variables that are covered by the phrase and that any attempt to itemize them would limit the ability of the County to act on unforeseen items in the future. The Forest Administrator recommended abandoning the effort to secure the easement. However, the Committee directed the Forest Administrator to try another attempt at developing language acceptable to both parties and bring back to the committee at a later date.

At 11:00 AM, Miner was excused.

Moved by Nelson, seconded by Hokamp that the parties continue working together and appear before the Committee again within 4 months. Motion carried unanimously.

Item #15d. – Airport Project Discussion.

Last summer, the County did an inventory of trees in the vicinity of the airport to help identify those that were causing or would be causing problems for airport operations and compliance with FAA regulations. The Mayor of the City of Wisconsin Rapids and Airport Board has now contacted Schubert and asked him for assistance with a timber sale on airport property, for the purpose of removing the trees in an economical way. The consensus of the Committee is that Schubert should be available as a consultant for this project to the extent that he feels he is able to fit the work into his schedule.

Item #15e. – Timber Sale Update.

The Timber Sale Update was distributed and reviewed.

Moved by Nelson, seconded by Hokamp to approve the Forest Administrator Report. Motion carried unanimously.

12. Item #16 – Correspondence. Enbridge Pipeline Company will be doing a dig on Rangeline and Seneca Roads. Also, Schooley shared the information that his department had no injury or medical claims this month.
13. Item #17 – Old Business. Update on Powers Bluff farm. See Park and Forestry Director's Report.
14. Item #18 - New Business. Nothing to report.
15. Item #19 – Approve payment of bills.

**Moved by Polach, seconded by Nelson to approve payment of the bills.
Motion carried unanimously.**
16. Item #20 – Revenue Report. The Revenue Report was distributed and reviewed.
17. Item #21 – Next meeting date will be June 6, 2013 at the Wood County Highway Shop, Wisconsin Rapids, at 8:00 AM.
18. Item #22 – Motion to adjourn.



Moved by Nelson, seconded by Polach to adjourn at 12:05 PM. Motion carried unanimously.

Dennis Polach, Secretary

Minutes taken by John Peckham, Highway Department Accounting Supervisor

PARKS CONSTRUCTION SUPERVISOR REPORT

May 2, 2013

By D. Quinnell

CURRENT PROJECTS

- The North Park lower shower building is nearing completion. Due to the cold weather we will not make the May 1st opening, but will be open soon after.
- The Dexter cabin is completed.
- The Nepco addition is completed.
- The South Park loop 2 update is complete except for some black dirt and grass seeding.
- We will be moving on to the electrical update of Powers Bluff shelter next.

MAINTENANCE OPERATIONS

- The parks are gearing up for the summer season and are a little behind due to the cold weather, however we will be opening May 1st.

EMPLOYEE MATTERS

- After interviewing for the Dexter Ranger position we have placed the Dexter LTE-II in the position from last year.
- We have interviewed and placed an LTE- I from our winter help into the LTE-II Dexter position.

- All positions are filled now.

OFFICE SUPERVISOR REPORT

May 02, 2013

By: H. Gehrt

Program Reports:

Snowmobile:

Bridge bids for the Hemlock Creek project were opened on April 11 (please see attached sheet for results & recommendation)

ATV:

No new club activity.

OTHER:

Attended an Accountants meeting on April 11, 2013 where I presented an overview of our Department budgets and how the department operates. I am continuing to put together information for the audit that will be held during my maternity leave.

The Wisconsin Park & Recreation Association Spring Office Support meeting that I was hosting on Friday, April 12, 2013 was canceled by the Association due to weather. It will not be rescheduled and participants will be refunded their registration fee. There was no cost to Wood County as any expenses incurred were reimbursed by the Association.

All positions are hired for summer LTE & Ranger work. Start dates range from middle-to late May and early June depending on hour availability.

I will be off on maternity leave from April 26 thru June 19, returning full-time on June 24.

Park and Forestry Director Report

By Chad Schooley, Park and Forestry Director

May 2, 2013
HIRC meeting

- Our staff has been working hard on getting the parks ready in short time due to the late spring that we are having. We will be opening on May 1st.
- There will be 2 new memorial benches placed along the South Park walk trail. These benches were donated by local individuals. Placement of the benches will be some time in May.
- I have been working with UWSP staff to recruit an intern for GIS/GPS work in the parks this summer. I have chosen a very well qualified candidate who will begin work around May 20th and work through Labor Day.
- On April 10th, the Aqua Skiers, Sheriff Department and County staff had our annual planning meeting regarding the State Waterski Show. Roland H. from Highway has been doing design work for us for the grading and hardening of the parking lot for the new shelter building. This design was discussed at the meeting. We would like to get the grading done and road base compacted some time in May if possible. Black topping would probably be done later summer or fall.
- I met with Solarus staff and located areas for them to install wireless internet equipment. There will be wifi available in the first loop, and at the new Red Sands Beach Pavilion.
- The Sheriff Department held training for their reserves on April 13th. I attended the training and spoke to the reserves regarding our parks and expectations for the season.
- The Arpin Volunteer Fire Department, along with several other area departments, completed the training burn of the house on the new Powers Bluff property on April 15th. This was a great opportunity for the fire departments to get real life experience, and was a great opportunity for our department to reduce the volume of land fill waste to be hauled out. The barns were also burned the week prior by the Arpin Department.

- We did our annual testing of the South Wood County Park and Dexter Lake dam Emergency Action Plan (EAP) on April 24th. Everything went very well during the test.

April Events

- 9 Shelter reservations

SPECIAL USE PERMITS

- Wisconsin State Water Ski Show Tournament July 18th-24, 2013. The enclosed and open shelter will be rented for these days. Redsands beach will be closed during these days to the general public.

FOREST ADMINISTRATOR REPORT

May 02, 2013

By: F. Schubert

FOLDER BALANCES AS OF 04-30-2013					
JOB NUMBER	CONTRACTOR	ENDING MONTH BALANCE	CONTRACT AWARD	PAYMENTS RECEIVED	YEAR AWARDED
676	BURT COLLINS LOGGING	\$8,904.13	\$54,842.10	\$ -	2010
				\$ -	
FORESTRY REVENUE = \$372,634.66					

Timber Sale Activity (April)

Jobs Started:	None
Jobs Continuing/Reactivated:	#700 Twin Forest Products
Jobs Gone Inactive:	#676 Burt Collins Logging #691 Thurs Logging
Jobs Finished:	None

Wood County Highway Infrastructure and Recreation Committee Meeting

5.2.13

DATE

NAME	REPRESENTING
Bron Jones	
Caroline Jones	
Ken Stutz	
Gerald Dye	
Steve Grant	
Paul Hales	
Ken Weisz	
M. Hanoverich	WCRPC