

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

DAY & DATE: Thursday, April 6, 2017
PLACE: Wood County Highway Department, 555 17th Ave North,
Wisconsin Rapids, WI 54495
MEETING TIME: 8:00 A.M.
ADJOURNMENT TIME: 10:21 A.M.
MEMBERS PRESENT: Chairman Al Breu, Supervisor Marion Hokamp, Supervisor
David LaFontaine, Supervisor William Winch, Supervisor
Joseph Zurfluh
EXCUSED: None
OTHERS PRESENT: Supervisor Dennis Polach, Wood County Board; Caitlin
Carmody, Highway Accounting Technician; Sandra Green,
Parks Office Supervisor; Fritz Schubert, Forest
Administrator; Steve Grant, Wisconsin Dept. of Natural
Resources; Douglas Passineau, Highway Commissioner;
Clare Searles, C.J. Searles Cranberry Co., LLC

1. Call meeting to order. Meeting called to order by Supervisor Breu at 8:01 am.
2. Public comments. None.
3. Approve minutes of the March 2, 2017 Highway, Infrastructure, and Recreation Committee meeting(s).

Motion to approve the minutes of the March 2, 2017 HIRC meeting by D. LaFontaine and seconded by W. Winch. All in favor. Motion carried.

PARKS:

Sandra Green is sitting in for Chad Schooley.

4. Parks Construction Supervisor report.
 - a. Current projects update.
 - b. Employee matters.

Motion to approve the Parks Construction Supervisor report by M. Hokamp and seconded by D. LaFontaine. All in favor. Motion Carried.

5. Office Supervisor report.
 - a. Snowmobile/ATV Reports.
 - b. Office Update.

Supervisor Polach pointed out that on page 8 in the Wildlife Advisory Committee report, they had noted what they intended to spend the \$4,000 the County awarded them on.

Motion to approve the Office Supervisor report by J. Zurfluh and seconded by M. Hokamp. All in favor. Motion carried.

6. Park and Forestry Director report.
 - a. 2017-2020 Garbage/Recycling bid review and possibly award

Motion to approve the bid deemed most advantageous to the County by D. LaFontaine and seconded by W. Winch. All in favor. Motion carried.

b. Special Use Permits

1. Wisconsin Rapids Kiwanis Club
June 2 & 3, 2017
Youth Outdoor Skills Day
South Park
Approx. 400 people expected.
No charge. Recurring community event.
2. Chris Anderson
June 17th, July 15th, 2017
Disc Golf Tournament
North Park
Approx. 100 people expected.
\$50 per day (\$100 total)

Motion to approve the Special Use Permits by D. LaFontaine and seconded by J. Zurfluh. All in favor. Motion carried.

Green shared with the committee a letter written by Daniel Hobbs in reflection of the Multi-Metro Deer Management Hunt. Mr. Hobbs stated that there were 57 deer harvested which was a 20% increase from the previous year. They were able to donate 32,640 lbs of fresh meet to local families (which equates to 130,640 individual meals approx.).

Motion to approve the Park and Forestry Director report by M. Hokamp and seconded by W. Winch. All in favor. Motion carried.

FORESTRY:

7. Forest Administrator report.
 - a. Searles Ditch Cleaning Project and Permit Approval

Last fall, the committee discussed requested ditch cleaning and culvert replacement by C.J. Searles Cranberry Co, LLC that would occur on County Forest land in T21N R4E Sec. 18 of Wood County. Their application and applicable correspondence were included in the committee meeting packet. Schubert stated he would attempt to find a logger to remove selected trees from the north ditch. This would provide access for the ditch clearing and culvert replacement.

Motion to approve the Land Transaction Application for ditch clearing and culvert replacement submitted by C.J. Searles Cranberry Co., LLC on 2/6/2017 by W. Winch and seconded by J. Zurfluh. All in favor. Motion carried.

- b. Land Gift Discussion and Resolution

Schubert shared that the land is classified as wetlands but there are 28 acres enrolled in the Managed Forest Law program with the Wisconsin Dept. of Natural Resources. Grant stated that we would have to do a withdrawal from the program once the property exchanged hands, but that we would likely be exempt from any penalties because it is going into government ownership. There was supposed to be a harvest on the property but they couldn't finish it. Futurewood has an active sale on an adjacent lot so it is a possibility that they could do the harvest on this property at the same time this fall.

Motion to approve the resolution for acceptance of the donation of 40 acres of land in the SW 1/4 NE 1/4, Sec 19, T22N, R2E, Wood County, WI and enter it into County Forest land by D. LaFontaine and seconded by M. Hokamp. All in favor. Motion carried.

c. Timber Sale Update

Sales have tapered off. One sale has cut timber stacked and waiting for the road postings to be lifted. There will be a tree planting on Wood County Forest Land by Lynn Hill Rd, the ATV area, and a small site north of Babcock. A crew of about 12 people will be planting 82,000 trees by hand. It will take them approximately 2 days to complete the job. They will be planting 75% red pine and 25% white pine.

Motion to approve the Forest Administrator's report by D. LaFontaine and seconded by J. Zurfluh. All in favor. Motion carried.

8. Correspondence. None.

9. Approve payment of bills. **Motion to approve the payment of bills by D. LaFontaine and seconded by W. Winch. All in favor. Motion carried.**

10. Revenue report.

The revenue reports were submitted for both February and March as the Office Supervisor was out of the office for the March HIRC meeting.

Motion to approve the revenue report by M. Hokamp and seconded by D. LaFontaine. All in favor. Motion carried.

Committee took a break at 8:41 AM and resumed at 8:50 AM.

HIGHWAY:

11. Discuss paving school. (Jason Richardson, Chris Stoflet, Jeshua Gzibovskis, Joshua Vetrone)

Members of our paving team attended a paver training in Appleton and will be attending another one in Trempealeau County. Passineau shared with the committee that the team members had come back from their training with much positive feedback. Zurfluh asked if they receive any continuing education credits. Passineau stated that no, they do not receive continuing education credits because the only industrial continuing education program is done by the Operator's Union. LaFontaine asked if training can be used for pay raises. Passineau stated that pay raises are based on annual performance evaluations but that training is a factor in those.

12. Discuss and possibly approve bids for bituminous materials. **Motion to approve the bid deemed most advantageous to the County by D. LaFontaine and seconded by J. Zurfluh. All in favor. Motion carried.**

13. Discuss and possibly approve bids for chemical warm mix and compaction aid additive. **Motion to approve the bid deemed most advantageous to the County by J. Zurfluh and seconded by D. LaFontaine. All in favor. Motion carried.**

14. Discuss and possibly approve quotes for milling and pulverizing. **Motion to approve the bid deemed most advantageous to the County by J. Zurfluh and seconded by D. LaFontaine. All in favor. Motion carried.**

15. Discuss and possibly approve bids for Cold-In-Place Recycling projects.

Winch asked what the cost per mile is versus laying asphalt. Passineau responded that in some places, it would be more and in some it would be less. They look for projects based on proximity to the asphalt plant in Wisconsin Rapids. If it is a project near to the asphalt plant, it would not pay to do CIR.

Motion to approve the bid deemed most advantageous to the County by D. LaFontaine and seconded by J. Zurfluh. All in favor. Motion carried.

16. Discuss and possibly approve bids for beam guard installation.

Motion to approve the bid received for beam guard installation by D. LaFontaine and seconded by W. Winch. All in favor. Motion carried.

17. Discuss asphalt plant scale quotes, Marshfield storage building, and lights in Marshfield shop.

Passineau stated that the Highway Department has saved enough money to get started on the shop improvements in Marshfield. The plan is to build a new cold storage building that will have electric hookups for vehicles, move the portable scale currently at the asphalt plant to Marshfield, and replace the lights and windows in the shop. The cold storage building will have a concrete floor with a wood frame structure on top that you could heat and insulate down the road if needed. The funding for this was generated through the machinery fund.

Polach asked if Passineau had heard of any buyer interest in the Pittsville shop yet. Passineau stated no, he had not. The intention is to keep the salt shed there and sell the building.

Motion to move forward with the building plans for the Marshfield shop by D. LaFontaine and seconded by M. Hokamp.

Zurfluh stated he would have to vote in the negative because he felt it was not worded in the agenda so as to require a vote. Passineau stated he was looking for general consensus from the committee to move forward with obtaining quotes for the building plans. **D. LaFontaine and M. Hokamp withdrew their motions.**

The committee gave consensus for the Highway Department to move forward with obtaining building plan quotes.

18. Discuss federal review of Surface Transportation Program.

Passineau shared an article with the committee discussing proposed changes to the Federal Surface Transportation Program. Currently, if local governments wish to secure Federal STP funding, they need to follow the federal guidelines for project review. This costs a significant amount of money for what are usually comparatively small projects. The proposal is to have the States receive Federal funding. Then the local governments would apply to the State for the funding. This would streamline the process and cut down on dollars tied up in engineering and application approval.

19. Discuss seasonal weight restrictions.

The seasonal weight restrictions are still in effect. Passineau stated that the funding provided to the Sheriff's Department for additional enforcement of the seasonal weight restrictions is, in his opinion, money well spent. The Sheriff's Department does provide the Highway Department with a summary explaining what the funding was used for.

20. Discuss Highway Commissioner Spring Meeting attendance on Friday, April 28th, 2017.

21. Discuss Work Zone Safety Week from April 3-7th, 2017.

Passineau shared Governor Walker's declaration with the committee. Unfortunately, the Highway Department was advised too late to pass a resolution in response, but he wanted it to be known that they support the declaration and will be sharing it with their staff.

22. Frac Sand update.

The City of Marshfield is evidently suing Completion for not paying their taxes. Passineau has not had a chance to speak with Tom Giardani since that happened.

23. Current projects update.

Zurfluh asked about summer help and LTE hiring. Passineau stated there is one returning LTE and hopefully two more being hired. All five summer help from last year are returning as well.

24. Approve payment of bills. **Motion to approve payment of Wood County Highway bills by J. Zurfluh and seconded by W. Winch. All in favor. Motion carried.**

25. Accounting Supervisor's Report. **Motion to approve the Accounting Supervisor's report by J. Zurfluh and seconded by D. LaFontaine. All in favor. Motion carried.**

26. Correspondence.

Passineau stated he received an email from the State Dept. of Transportation regarding the enrollment of CTH A into the High Risk Rural Roads Program (HRRRP). They are still seeking the jurisdictional transfer as well.


Passineau shared a list of machinery with the committee that the Highway Department will be selling on the surplus auction site. Since the machinery is purchased out of the Highway Department's machinery fund and not from general tax revenue, the funding will go back into that same fund.

The windows for the main shop building have been replaced. Now they are working on additional windows in the back.

27. Next meeting date: May 4, 2017 at Wood County Highway Department, 555 17th Ave. North, Wisconsin Rapids, WI 54495. (The committee decided to host the June meeting in Marshfield.)

28. Motion to adjourn. **Motion to adjourn by D. LaFontaine and seconded by J. Zurfluh at 10:41 AM. All in favor. Motion carried.**

Signed by, Secretary Marion Hokamp



Minutes taken by Caity Carmody, Highway Accounting Technician