

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

DAY & DATE: Thursday, January 05, 2017
PLACE: Wood County Highway Department, 555 17th Ave. North, Wisconsin Rapids, WI 54495
MEETING TIME: 8:00 A.M.
ADJOURNMENT TIME: 11:50 A.M.
MEMBERS PRESENT: Chairman Al Breu, Secretary Marion Hokamp, Supervisor David LaFontaine, Supervisor William Winch, Supervisor Joseph Zurfluh entered the meeting at 8:20.
OTHERS PRESENT: County Board Supervisor Dennis Polach; Park and Forestry Director Chad Schooley; Forest Administrator Fritz Schubert; Highway Commissioner Douglas Passineau; Sandra Green Wood County Park & Forestry Office Supervisor, Supervisor Bill Clendenning, Steve Grant DNR State Forester

1. Call meeting to order. Meeting called to order at 8:00 am by Supervisor Breu.
2. Public Comments. None.
3. Approve minutes of the December 1, 2016 and December 20, 2016 Highway, Infrastructure, and Recreation Committee Meetings. Motion for fee schedules should be changed to page 4, per Supervisor Winch. Motion to approve both minutes of December 1st and December 20 as well as moving the fee schedules to page 4 on the December 20th minutes by Winch, second by LaFontaine. Motion carried.

PARKS:

1. Parks Construction Supervisor Report.
 - a. Current projects update. Supervisor Winch mentioned that he stopped out at the new Dexter Shop and suggested ceiling fans to conserve on heat. C. Schooley agreed and stated he would speak with the construction supervisor regarding this suggestion.
 - b. Employee matters.

Motion to approve the construction supervisor report by D. LaFontaine, second by William Winch. All in favor. Motion carried.

2. Office supervisor report.
 - a. Snowmobile/ATV Reports.
 - b. Office Update.

Motion by D. LaFontaine, second by M. Hokamp to approve the office supervisor report. All in favor. Motion Carried.

3. Park and Forestry Director Report.
 - a. 2017 Work plan.

Motion to approve the 2017 Park & Forestry Work Plan by M. Hokamp, second by D. LaFontaine. All in favor. Motion Carried.

- b. Request to place all revenues, exceeding 2016 estimates, into Park and Forestry Capital Projects account. Discussion began with Supervisor Winch suggested starting a maintenance/rental fund to pay into to pay for repairs and upgrades down the road. Future planning is essential now so the department would not need to come up with large sums of money in the future. C. Schooley will try to come up with a plan to figure out what the monthly or annual payment into this account should be. D. LaFontaine wondered if any other county entities in this scenario are doing the same thing and how that affects them. The committee agrees this would be a good system if it works. C. Schooley asked what the committee thought about requesting the monies. He suggested bringing back a more solid dollar amount at February's meeting if the committee would like to see that. He's asking the committee if they would rather hold off for that final number of they would agree to approve this now. A. Breu suggested allowing C. Schooley to carryover what dollar amount remains. Forestry is \$90k above and Parks is about \$12K above 2016 estimates. This dollar amount will not change drastically. This will be an agenda item at the Executive Committee meeting and will not need a resolution. This will be on the agenda for the February Executive Committee meeting for approval.

Motion to approve request to place all revenues into Park and Forestry Capital project by D. LaFontaine, seconded by M. Hokamp. All in favor. Motion carried.

- c. Special Use Permits.
1. February 5, 2017. Pittsville Lions Club, Annual Fisheree out at Lake Dexter.
 2. February 19, 2017. Lake Dexter, Central WI Ice Racing Association for motorcycle and ATV racing.
 3. Forest Administrator Fritz Schubert mentioned that the special use permit request for the long range shooting event on the county forest has been withdrawn. The applicant indicated the timing was not working out for the group for 2017 and will possibly reschedule for following year (2018).

Motion to approve the Special Use Permits for the month of February by D. LaFontaine, second by W. Winch. All in favor. Motion carried.

C. Schooley stated the opening of Powers Bluff on December 26, 2016 went pretty good. They hauled some snow in from adjoining areas to mix with the snow and had good coverage by Wednesday. We just under 1600 tow tickets sold for the week. The staff that worked the entire week did a great job of keeping the hill in great condition.

C. Schooley went out to Standing Rocks ski hill to get an idea of how the snow making equipment works. They try to shoot for about a foot of base when they begin making it. It takes them approximately 50 and 75 hours to cover 4.5 acres with a foot of snow at about 20 degrees. That is the most efficient snow making temperature. If purchased new, snow making equipment would cost approximately \$750K. Standing Rock did scale back a bit and bought used equipment and reduced the cost to \$350K for just the purchase of the equipment. In all, C. Schooley states it would cost about \$450K to purchase the equipment and the power for snow making equipment for Powers Bluff.

Motion to approve the director report by M. Hokamp, second by D. LaFontaine. All in favor. Motion carried.

FORESTRY:

4. Forest Administrator Report

- a. Timber Sale Update. F. Schubert handed out a payment summary report prepared by S. Green for 2016 showing gross and net revenue by each contractor. He then handed out the Forest Administrator Report for December, 2016.
- b. Contract Extension: Futurewood #731. F. Schubert handed out a summary of the status of this contract. Supervisor Zurfluh asked F. Schubert and S. Grant to explain the Oak Wilt situation and how it is spread. S. Grant outlined factors related to spread including tree wounds and beetles that carry the fungus on their bodies back, and this is how oak trees can become infected.

Motion to approve the contract extension for #731 for one year with no increase in stumpage for Futurewood #731 by D. LaFontaine, second by W. Winch. All in favor. Motion carried.

- c. Resolution: Approval of the 2017 Wood County Forest Annual Work Plan. F. Schubert explained the enclosed 2017 Wood County Forest Annual Work plan. There was discussion regarding the Forestry Technician position going from .05 to 1.0 FTE. Approval of this resolution is an annual occurrence and is required in order to participate in the County Forest Administrator Grant program through the Wisconsin DNR.

d.

Motion to approve the resolution for approval of the 2017 Wood County Forest Annual Work Plan by D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.

Motion to approve the Forest Administrator report by M. Hokamp, second by D. LaFontaine. All in favor. Motion carried.

5. Correspondence. None.
6. Approve payment of bills.

Motion to approve payment of bills by W. Winch, second by D. Lafontaine. All in favor. Motion carried.

7. Revenue report. No questions or discussion.

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

HIGHWAY:

8. Discuss and possibly choose engineering firm for STP-Urban and STP-Rural projects for 2017. Held interviews and had some good candidates and good interviews. Surface Transportation Program (STP). STP-Urban is Highway 54 to Biron, approximately one mile. The STP-Rural, which is County Trunk H from Marshfield to the County Line, approximately five miles.

Motion to approve the engineering firm for both STP projects which is most advantageous to the county by D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.

9. Discuss and possibly act on quotes for Wisconsin Rapids shop window replacement. Bid came in from Altmann Construction for 23 windows.

Motion to approve the bid that is most advantageous to the county by D. LaFontaine, second by J. Zurfluh. All in favor. Motion carried.

10. Discuss and possibly act on 2017 Highway Department Capital purchases.

Motion to approve the 2017 Highway Department Capital purchase plan by J. Zurfluh, second by D. LaFontaine. All in favor. Motion carried.

11. Discuss land adjacent to Wisconsin Rapids Shop. The asking price came down to \$169K. They are opting to move away from this purchase at this time.
12. Discuss employee pay progression plan. Highway lost another employee to the City of WI Rapids. This is an issue that needs to be addressed. A few of the local townships and villages are at a higher starting wage than the Wood County Highway Department. D. Passineau is asking for support with this process in pulling the employee evaluations and moving them one step to be of fair market value. **There is a consensus with every committee member that Highway Commissioner, D. Passineau should move forward with this pay progression plan for a select number of employees in the Highway Department.**
13. Discuss National Association of County Engineers conference in Columbus, Ohio on April 9-13, 2017. The committee does not support this.
14. Frac Sand Update. Discussion held.
15. Current projects update. Discussion held. No questions.
16. Approve payment of bills. Discussion held and questions answered.

Motion to approve payment of bills by D. LaFontaine, second by J. Zurfluh. All in favor. Motion carried.

17. Accounting Supervisor's Report.

Motion to approve the Accounting Supervisor's report by D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.

18. Correspondence. None. M. Hokamp suggested to D. Passineau to show his presentation he showed at the Towns Association Meeting which was very nicely done. He will set that up for next month.
19. Next meeting date: February 2, 2017 at Wood County Highway Department, 555 17th Ave. North, Wisconsin Rapids, WI 54495 at 8:00 am.
20. Motion to adjourn.

Motion to adjourn by D. LaFontaine, second by J. Zurfluh. All in favor. Motion carried.

Marion Hokamp

Marion Hokamp, Secretary

Minutes taken by Sandra Green, Wood County Park & Forestry Office Supervisor