

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

DAY & DATE: Thursday, October 6, 2016
PLACE: Wood County Highway Shop, 555 17th Avenue Wisconsin Rapids, WI 54481
MEETING TIME: 8:00 AM
ADJOURNMENT TIME: 12:15 PM
MEMBERS PRESENT: Chairman Al Breu, Secretary Marion Hokamp, Supervisor William Winch, Supervisor Joseph Zurfluh
MEMBERS NOT PRESENT: Supervisor David LaFontaine
OTHERS PRESENT: County Board Supervisor Dennis Polach, County Board Supervisor Bill Clendenning, County Board Chairman Lance Pliml, Park and Forestry Director Chad Schooley, Forest Administrator Fritz Schubert, Highway Commissioner Douglas Passineau, Highway Accounting Technician Caitlin Carmody, David Tiffany from Disc Golf Club - Marshfield

1. Chairman Al Breu called the meeting to order at 8:04 A.M.
2. There were no public comments.
3. Approve minutes of the September 1, 2016 Highway, Infrastructure, and Recreation Committee meeting(s).

Motion by M. Hokamp and second by W. Winch to approve the minutes of the September 1, 2016 Highway, Infrastructure and Recreation Committee meeting. All in favor. MC

PARKS:

4. Parks Construction Supervisor report.
 - a. Current projects update.
 - b. Employee matters.
 - c. Review and possibly award Electrical bid for Dexter shop

Motion by J. Zurfluh and second by W. Winch to award the bid to the lowest bidder deemed most advantageous to Wood County. All in favor. MC

- d. Quotes for new plow truck and accessories for North Park/Powers Bluff

C. Schooley discussed the necessity for a year-round vehicle available up at North Park and Powers Bluff to be used in the winter for plowing and the rest of the year for general park maintenance. Adjustments are being made to their fleet to allow for this vehicle and it was their vehicle that they budgeted for this year.

Motion by J. Zurfluh and second by M. Hokamp to award the quote deemed most advantageous to Wood County. All in favor. MC

Motion by W. Winch and second by M. Hokamp to approve the Parks Construction Supervisor report. All in favor. MC

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

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

6. Park and Forestry Director report.
 - a. 2017 Park and Forestry Budget update

While the budget has not yet been finalized by the County Board, C. Schooley indicated he had received notice from the Executive Committee that the Parks and Forestry Department would likely lose all of their capital outlay funding requested for 2017. Any improvements that would have previously been paid for out of this fund would have to be paid for out of their non-lapsing capital projects fund. The department typically purchases or replaces one vehicle per year from capital outlay, and C. Schooley indicated that is probably the most important thing that would be funded through capital outlay in 2017. C. Schooley also mentioned that 3 FTE employees are currently below market value (step 6). He will be reviewing their performance evaluations in the near future and decide if there is justification to skip a step in the pay progression plan. If that decision is made, those increases would be absorbed in the budget by adjusting other line items in order to keep the tax levy the same.

- b. North Park Disc Golf parking lot discussion

Dave Tiffany from the Disc Golf Club in Marshfield, WI was present for this portion of the meeting. He stated that the club is hoping to see a few changes to the parking area at the disc golf course in North Wood County Park. He used an aerial map of the parking lot to show the damage done to the gravel parking lot by drivers doing donuts with their vehicles. He also showed where they would like to reclaim a portion of the parking area to grass to extend a buffer zone between the course and the lot. He said that if the Parks department was going to be paving this parking lot in the future, he would like to see some of the boundary changes incorporated to allow for a better buffer zone.

Chairman Breu asked if the lot has ever filled up with vehicles. C. Schooley and D. Tiffany stated that it is often half full on the weekends and can easily fill and overflow with a large event. The reclaiming of some of the lot would eliminate a few parking spaces, but D. Tiffany felt it would be okay to use the grass space if necessary for those large events, as they often do now.

C. Schooley stated that the paving of this lot could not come out of their general operating budget and would have to be a capital outlay project. However, with the cuts made by the County Board to that fund, it is unlikely to happen in 2017. W. Winch asked C. Schooley to get an estimate for the project from the Highway Department and bring that to the next meeting. There are some improvements that can be made prior to paving such as moving the boulders back to start to reclaim some of that area.

- c. Aqua Skier Red Sands Beach use request for 2017

Schooley indicated he had not yet met with the Aqua Skiers following the September HIRC meeting. However, he had talked to Highway Commissioner D. Passineau regarding alternate options to improve safety around their training site off of County Trunk Highway U. D. Passineau stated some options are putting blinking traffic lights, fencing the area to restrict foot traffic to designated crossing zones, and putting up No Parking signs. There is constant parking along that road not just from the Aqua Skiers but also from other individuals using the boat launch there. J. Zurfluh stated he believed that aside from prohibiting parking on that road, the other options would not keep traffic from being a problem.

There was discussion regarding the proposed calendar of Special Use Permit dates for the Aqua Skiers. The calendar they had submitted prior to the September HIRC meeting indicated they would like the following days for closure and their use of the Red Sands Beach:

- June 11th – July 13th, Sunday through Thursday from 5:30 PM to sunset

- July 15th – 25th, every day from 5:30 PM to sunset for the State Ski Show
- July 26th – August 10th, Sunday through Thursday from 5:30 PM to sunset

The above schedule would result in the beach being closed for approximately 47 days during the peak of the summer season. The Aqua Skiers would hold their show on Sunday, practices Monday, Tuesday, and Thursday, and dress rehearsal on Wednesday every week.

C. Schooley stated that he felt the request was excessive and unfair to the other users of the park. A. Breu indicated he had received complaints from members of the public that the closure of the beach and the skiers' practices being held on Lake Wazeecha made them feel like the Aqua Skiers had taken ownership of the lake. C. Schooley stated that in the past, they had one ski jump which made it hard for them to move their practice site and show site back and forth. Now they have two ski jumps and could presumably keep one at both the Biron site and Lake Wazeecha. He stated he felt the shows on Sunday would fine to continue doing at Lake Wazeecha, but he would like them to move back to the Biron site for their practices so other people would have usage of the beach and lake the rest of the week.

J. Zurfluh recommended that Chairman Breu, C. Schooley, and the Aqua Skiers representatives meet to determine an appropriate schedule for next summer. A. Breu directed C. Schooley to inform the skiers that they need to reduce the number of days on their request, and then they can meet to discuss it further. C. Schooley requested that should they close the beach, he would like them to pay for the use of the shelter building as well because of the potential for loss of shelter rentals. A. Breu indicated he felt the committee and C. Schooley should have a say as to when they close the park for their practices and when they don't. D. Passineau suggested contacting the Eau Claire County Parks Department to find out what issues they had and how they were resolved when their local ski club wanted to use the county park. A. Breu also requested that the developer who was going to be relocating that roadway be contacted to find out if a temporary parking lot could be built in the meantime.

d. Discuss Hwy, Park and Forestry Tour dates

The tour for the committee will be on Thursday, October 27th starting at 8:00 AM at the Highway shop in Wisconsin Rapids.

e. Special Use Permits

Annual Arpin Fire Department's Sportsmans' Banquet

Setup on Wednesday, October 19th in the evening

Event held on Thursday, October 20th

In the past the shelter rental fee has been waived for a portion of the event.

Motion by J. Zurfluh and second by W. Winch to approve the Special Use Permit and to waive the fee as was done last year . All in favor. MC

Motion by J. Zurfluh and second by M. Hokamp to approve the Parks and Forestry Director report. All in favor. MC

FORESTRY:

7. Forest Administrator report.
 - a. Timber Sale Update.

F. Schubert indicated it was a good month for timber revenue, but much of that was due to the storm damage cleanup. J. Zurfluh asked about the status of the knock down timber. F. Schubert indicated that most of it was final harvest (meaning completing a final harvest of the stand within 5 years). They probably lost 20-30% of the revenue on it though because it was storm damage and not standing timber.

- b. Timber Sale Bids and Award Contracts.

Motion by J. Zurfluh and second by W. Winch to award the contract to the highest bidder. All in favor. MC

- c. Wood County Wildlife Committee Applicant Approval.

F. Schubert explained that the Wood County Wildlife Committee should have nine members on it, but one of the positions has been vacant for a number of years due to a lack of applicants. He recently received an application from a citizen (Scott Arneson) to join the committee. The consensus of the HIRC was to forward the applicant on to L. Pliml for review and approval.

Motion by M. Hokamp and second by J. Zurfluh to approve the Forest Administrator report. All in favor. MC

8. Correspondence.

C. Schooley shared with the committee a letter from Tracy Arnold (a Land Conservation employee) regarding the rusty crayfish removal program. T. Arnold had set up a program to remove the exotic invasive rusty crayfish from our public waters. All the crayfish that are removed are then stored and when enough have been massed, they are delivered to the Bay Beach Wildlife Sanctuary in Green Bay, WI. The Sanctuary had sent a letter of thanks for the donation.

9. Approve payment of bills.

Motion by J. Zurfluh and second by W. Winch to approve the payment of bills. All in favor. MC

10. Revenue report.

The committee discussed the difference in revenue for firewood being attributed to the banning of outside firewood coming into the parks. C. Schooley indicated he had not received any complaints about it since it started, and attributes that to the extended hours of the firewood sales and the large racks of wood.

The committee discussed the miscellaneous revenue of "Hay" on the report. This is the revenue that comes from a lease contract with a local farmer for use of a portion of County land for alfalfa crops. The contract for this will be up this year. C. Schooley indicated they will likely be putting the lease up for bids again but there will be a provision allowing the Parks department to develop on the lot with a year's notice to the lease.

Motion by W. Winch and second by M. Hokamp to approve the revenue report. All in favor. MC.

The committee was dismissed for a break from 10:31 AM to 10:42 AM.

HIGHWAY:

11. Discuss and possibly act on purchase of two single axle patrol trucks and equipment.

Motion by J. Zurfluh and second by M. Hokamp to award the bid deemed most advantageous to Wood County. All in favor. MC

12. Discuss and possibly act on ATV route ordinance.

D. Passineau brought forth a resolution to allow the use of ATVs on select routes on Wood County Trunk Highways. D. Passineau indicated he was not in favor of passing this resolution. He emphasized that this resolution would just create the ordinance and a further policy would need to be developed to determine what, if any, sections of CTHs would have routes approved.

There was discussion among the committee members as to what is considered a route and what is considered a trail. A trail is developed for off-road usage of ATVs. A route is intended to be a connector between trails. Wood County currently has one ATV trail and it is entirely enclosed. The requested routes brought forth by the Central Wisconsin ATV Club would connect existing ATV routes that have been established on township and village roads.

J. Zurfluh shared a Department of Natural Resources press release with the committee regarding the approval of Off-Highway Motorcycles (OHM) for usage on existing ATV trails. It does state in the press release that the OHMs would have to have separate approval from local municipalities to run on any ATV routes or trails that are established under their jurisdiction. J. Zurfluh asked what would be the reason to deny any OHM requests if we approve ATV usage.

C. Schooley spoke regarding a conversation he had with Jon Schweitzer from the Jackson County Forestry and Parks department regarding trail and route development. Schweitzer had allegedly stated that the economic impact of the trails is huge but that Jackson County has a very different system than Wood County. Jackson County currently has over 100 miles of off-road ATV trails and less than 1 mile of ATV route that connects them.

Motion by J. Zurfluh and second by W. Winch to move the resolution to County Board. Two yea, two nay votes (A. Breu, M. Hokamp). Motion fails.

13. Discuss replacement of 14-15 bay windows in the Wisconsin Rapids shop.

D. Passineau stated that the department wishes to replace 14-15 bay windows in the Wisconsin Rapids shop. They were last replaced in 1954, are inefficient, and do not have the ability to open in the summer months to help reduce humidity in the shop. Whether or not this moves forward this year will depend on their machinery fund.

14. Discuss development of shared resources from other counties policy.

D. Passineau indicated that the department has been utilizing employees from other counties/municipalities. We are then charged by the other county/municipality for their labor (and equipment if applicable). J. Zurfluh asked why we are using employees from other counties/municipalities. D. Passineau explained that while we have full staff, we do not have the number of staff required to complete the work we are taking on. The State had cut back their funding for staff on the State system a number of years back, but now they are increasing our maintenance again, but we don't have the staff increase to compensate.

D. Passineau stated that he had spoken with both Terry Stelzer in Risk Management and Warren Kraft, the HR director, about this process and they were both supportive. T. Stelzer's concerns were related to making sure they had the appropriate training for the job we are asking them to do.

15. Discuss jurisdictional transfer of CTH A.

D. Passineau shared an email with the committee that he had sent to the Wisconsin Department of Transportation regarding the jurisdictional transfer of CTH A. In the email, he had emphasized the need to continue with the jurisdiction transfer as the road has seen a severe increase in the amount of traffic traveling down it since the Veteran's Expressway and US-Highway 10 interchange were built. The DOT representatives have responded that they will be completing a traffic count on CTH A to get a better understanding of the increase in traffic.

16. Discuss possible mud/manure cleanup ordinance for county highways

A Breu had requested that D. Passineau look into developing an ordinance to prohibit the spreading of mud or manure on county trunk highways. D. Passineau had looked into the matter and found State Statute 346.94 which already addressed the subject and is enforceable. He also stated that typically if they have this situation happen, they contact the offender and the offender cleans it up right away.

17. Frac Sand update.

D. Passineau stated he had spoken with Lloyd from Completion Materials regarding the amount of money that they owe the County. Tom Giardiani had not responded to D. Passineau nor has the Highway Department received the first payment that was due on September 15th. D. Passineau will continue to contact them.

18. Current projects update.

19. Approve payment of bills.

Motion by J. Zurfluh and second by M. Hokamp to approve the payment of bills. All in favor. MC

20. Accounting Supervisor's Report.

Motion by M. Hokamp and second by J. Zurfluh to approve the Accounting Supervisor's report. All in favor. MC

21. Correspondence.

D. Passineau shared an invite to the North Central Region of the Wisconsin County Highway Association's Fall Legislative Breakfast with the committee.

22. Next meeting date: November 3, 2016 at the Wood County Courthouse, Room 115.

23. Chairman Al Breu declared the meeting adjourned at 12:15 PM.


Marion Hokamp, Secretary

Minutes taken by Caitlin Carmody, Highway Accounting Technician