

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

DAY & DATE: June 7, 2012
PLACE: Wood County Highway Department, Marshfield Shop,
2300 Galvin Avenue, Marshfield, WI 54449
MEETING TIME: 8:00 AM
ADJOURNMENT TIME: 12:29 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 Administrator Chad Schooley, Forest Administrator
Fritz Schubert, Highway Commissioner Douglas Passineau,
Accounting Technician John Peckham, and others as listed
on attached sign-in sheet

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. Sandy Moore spoke to the Committee regarding “No Wake” signs on the Yellow River. She is part of a group of citizens that would like to place signs in six locations on the river north of Dexter Park. They have planned to use 3/8” screws to attach the signs to various trees. Park Administrator Chad Schooley opposes the use of the screws as they cause damage to the trees. Moore’s contention is that the signs are important because the wake caused by boats does more damage than the screws. Schooley said he has no problem with the signs; just the screws attaching them to the trees. The Committee suggested that, for the trees that are on county-owned land, the group should use a cable-type system to “hang” the signs on the trees. The cable system must also have the ability to adapt as the trees grow.
3. Item #3 – Approve minutes of the May 3, 2012 Highway Infrastructure & Recreation Committee. The minutes of the meeting were reviewed.

**Moved by Nelson, seconded by Miner to approve the minutes as presented.
Motion carried unanimously.**

PARKS

4. Item #4 –The Building and Grounds Supervisor Report was reviewed (see attached report).

**Moved by Miner, seconded by Hokamp to approve the Building and
Grounds Supervisor Report. Motion carried unanimously.**

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

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

6. Item #6 - The Park Administrator Report was reviewed (see attached report).

Schooley commented that the "Free Lil' Library" program mentioned in the report sounds like a good idea and could be an interesting addition to the South Wood County Park Campground.

He also said that there was some interest in the camping special his department ran in honor of Armed Forces Appreciation Week and he hopes that, with continued promotion in the future, there will be even more participation.

Item #6a. – 2011 Annual Report

Parks Department staff have been working on the Annual Report. Office Manager Heather Gehrt has done a great job with the various charts and graphs contained in the report. Forest Administrator Fritz Schubert distributed his Annual Report to the Committee.

Item #6b. – Wood County Single Trackers request to sign trails at Nepco

Ken Statz, Wood County Single Trackers, attended the meeting to discuss the trail system at Nepco and the desire of his group to provide signing for it. He stated that the area around Nepco is the only local place for mountain biking. Statz further said that there are multiple trails around the park and they are unmarked. He requested permission to create a sign system for the Nepco Lake trail area.

Moved by Miner, seconded by Hokamp to endorse the idea of signing the trail and to direct the Parks Department to work with the club on a continuing basis with this project. Motion carried unanimously.

Item #6c. – Special Use Permits

Sailing Central LLC would like to hold sailing classes at Nepco County Park or some other County park location this summer. The classes would be held Monday through Friday from 9:00 AM until 4:00 PM.

Moved by Nelson, seconded by Polach to approve the Special Use Permit on the condition that Schooley work with the company and approve any location and hours. Motion passed 4-1 (Miner voted "no" as he believes this is not a good fit for our Parks system).

Wood County Rescue has applied for a permit to utilize the area across from Red Sands beach to provide rescue operations during July 18-22, 2012 for the State Water Ski Show Tournament.

Moved by Polach, seconded by Miner to approve the Special Use Permit for Wood County Rescue. Motion carried unanimously.

Moved by Miner, seconded by Nelson to approve the Park Administrator Report. Motion carried unanimously.

FORESTRY

7. Item #7 - The Forest Administrator Report was reviewed (see attached report).

Item #7a. - Timber sale update and balance sheet were distributed.

Schubert informed the Committee that the Department has accomplished its revenue goals.

Item #7b. – Timber Bid Opening June 29, 2012

Schubert told the Committee that one of the intended sales is for 160 acres of timber in which the rights have been retained for land involved in the current potential land trade. After the land trade is final, the County will retain the timber rights for four years.

Moved by Miner, seconded by Hokamp to put the timber out for bids to be opened on June 29th and approved at the July HIRC meeting. Motion carried unanimously.

Item #7c. – Timber Contract Extensions: #663, #676, #677, #678

Schubert recommended that Contracts #663 (Kuehn Forest Products), #676 (Burt Collins Logging) and #677 (Burt Collins Logging) be extended to June 30, 2013 with no stumpage increase. He further recommended that Contract #678 (Burt Collins Logging) not be extended and that it be taken back to be re-bid.

Moved by Miner, seconded by Polach that the Committee approve extensions until June 30, 2013 on Contracts #663, 676, and 677 with no stumpage increase. Further, that Contract #678 not be extended, that the contract be taken back to be re-bid, and that the County keep the performance bond. Motion carried 4-1. (Nelson voted “no” because he feels a lesser amount withheld would show the logger that the County is willing to work with him).

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

8. Item #8 – Old Business.

Update on Powers Bluff Land Trade

Schooley reported that there is a hang-up on the land trade and there is now a tentative closing date of June 14th.

Also, in the past, the Department received Land and Water Conservation Funds for the Dexter Park tennis courts. Schooley had requested of the DNR that the courts be withdrawn from the program so the area can be converted to a sand volleyball area. The approval has now come through.

9. Item #9 - New Business. Nothing to report.
10. Item #10 – Correspondence. Schooley distributed an article from The Daily Tribune about Memorial Day camping and an article on Tourism in Wisconsin. In addition, Inourage Community Foundation did a survey that Schooley participated in. He will continue to be involved with the group.

11. Item #11 – Approve payment of bills.

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

12. Item #12 – Revenue report.

Moved by Miner, seconded by Nelson to approve the revenue report. Motion carried unanimously.

The Committee recessed for a break at 10:07 AM.

The Committee reconvened at 10:17 AM.

HIGHWAY

13. Item #13 – Review, and possibly act on, quotes for patrol trucks. Lance Williams of Mid-State Truck was in attendance to discuss his quote with the Committee. He reported that he had sent it by UPS on the Friday before the quote was due and they had delivered it one-half hour later than the quote specifications required. He asked the members to waive the requirement and accept his quote. The Committee determined that his quote did not meet the quote specifications and no waiver would be granted. Jenna VanHarpen of Truck Country of Wausau and Chris Heinzen of JX Truck Center were also on hand to discuss their respective quotes.

Moved by Miner, seconded by Polach to receive the quotes, direct Highway Department staff to review the specifications, and select the vehicle most advantageous to Wood County. Motion carried unanimously.

14. Item #14 – Review, and possibly act on, bids for a heating, venting, and air conditioning system for the Wisconsin Rapids shop. Rich Bulin of Ron's Refrigeration and Kris Neukirchen of Complete Control were on hand to discuss their respective bids.

Moved by Miner, seconded by Hokamp that Highway Department staff review the specifications and, pending funding acquisition and approval of the specifications, select the bid most advantageous to Wood County. Motion carried unanimously.

Trent Miner was excused at 11:45 AM.

15. Item #15 – Review bids and award for CTH U/W intersection.

Moved by Nelson, seconded by Hokamp to accept the low bid of Trierweiler Construction in the amount of \$206,582.50. Motion carried unanimously.

16. Item #16 – Used Spaulding hot patcher. The Department is considering the purchase of a used hot patcher from TJ's Auto in the amount of \$15,800.

Moved by Polach, seconded by Hokamp to authorize the Highway Commissioner to purchase the used hot patcher from TJ's Auto in the amount of \$15,800. Motion carried unanimously.

17. Item #17 – Current Projects Update. The current projects update was reviewed.

18. Item #18 – Approve payment of bills.

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

19. Item #19 – The Accounting Supervisor's report was distributed in the Committee packets.

20. Item #20 – Correspondence.

A citizen contacted Miner and requested a "No Engine Braking" sign on CTH A near STH 80/13. Passineau said he will have Brandon Dammann look into the matter.

Also, Passineau gave a brief report on the Highway Conference from which he recently returned.

21. Item #21 – Next meeting date will be July 5, 2012 at the Wood County Courthouse, Room 115, at 8:00 AM.
22. Item #22 – Motion to adjourn.

Moved by Polach, seconded by Nelson to adjourn at 12:29 PM. Motion carried unanimously.



Dennis Polach, Secretary

Minutes taken by John Peckham, Highway Department Accounting Technician

BUILDING AND GROUNDS REPORT

June 07, 2012

By D. Quinnell

CURRENT PROJECTS

- The #2 Shower for Dexter has been approved by the state for the septic system and will be started soon.
- The new wells for Dexter Campground are drilled and working.
- The Red Beach Pavilion is under way. The roof is on and the Aqua-Skiers will be starting the pine ceiling soon. The well will be drilled soon and the septic started. We are planning to have the building operational before the Ski Show Tournament.
- The Nepco project is completed except for the light fixtures on the new poles.

MAINTENANCE OPERATIONS

- The new mowing crews are working and there have been a couple of minor misunderstandings but we are confident that these things will work out.

EMPLOYEE MATTERS

- We have a full staff of LTE's now and summer is in full swing.
- The wage survey has been turned in and is under evaluation.

OTHER

The new 1-ton dual wheel Dodge flatbed is in at the dealer and will be received on June 8, 2012.

OFFICE MANAGER REPORT

June 07, 2012

By: H. Gehrt

Program Reports:

Snowmobile:

No new activity; season ends June 30. New season begins July 1.

ATV:

No new activity; season ends June 30. New season begins July 1.

OTHER:

All of our LTE I & II workers have been hired, or are returning, and will be working as of June 4.

I will be attending the annual Snowmobile and OVR (off road vehicle) funding meetings in Wausau June 25 & 26.

I am working with the Systems Department in developing our Shelter Reservation online system for public use. We hope to have this implemented in time to coincide with our new shelter at Red Sands Beach that is currently under construction.

I have been compiling data and creating charts and graphs for the Park & Forestry Annual Report.

I am working with Fritz and compiling data for the upcoming timber sales to be bid out in June.

Park Administrator Report

By Chad Schooley, Park Administrator

June 7, 2012
HIRC meeting

- Work has continued on the NEPCO boat landing project and Red Beach restroom/open shelter project.
- I met with Mary Lou Kepple, a school teacher in the Nekoosa, who is interested in donating and maintaining a "Free Lil' Library" at South Wood County Campground. She will be supplying the cabinet and initial supply of books. It is sort of a 'take one, leave one' idea for campers. I have allowed her to use a location outside of the ranger cabin in the campground.

- All employees have submitted their JDQ questionnaires. Management is now reviewing them prior to submittal to HR.
- I talked on the WFHR noon report on May 8th to promote the Armed Forces Appreciation Week in our campgrounds. We had a total of 17 individuals take advantage of the special for 47 camping unit nights.
- Staff has been working on the 2011 Annual Report.
- We had our annual State Water Ski Show Tournament planning meeting on May 21. Representatives from the Aqua Skiers, Wood County Sheriff's Dept., Grand Rapids P.D., and the Park and Forestry Department attended.
- Although there were periods of rain, wind, and high temperatures, our parks were a very popular destination for many campers and park users over the Memorial Weekend holiday. All 3 campgrounds were completely full throughout the weekend.

June Events

- 51 Shelter reservations
- June 2, Kiwanis Club Outdoor Skills Day, South Wood County Park
- June 2, Big Feet/Little Feet Walk/Run, South Wood County Park
- June 23, SWC YMCA triathlon, South Wood County Park

SPECIAL USE PERMITS

- Sailing Central, LLC – Neecedah, WI, request to hold sailing classes for youth and/or adults at Nepco County Park. They would like to use the shoreline west of the Beach from June – August M-F 9am-4pm for the purpose of teaching individuals how to sail.

FOREST ADMINISTRATOR REPORT

June 07, 2012

By: F. Schubert

FOLDER BALANCES AS OF 05-31-2012

| JOB NUMBER | CONTRACTOR | ENDING MONTH BALANCE | CONTRACT AWARD | PAYMENTS RECEIVED | YEAR AWARDED |
|-----------------------|-------------------------|-------------------------------------|---------------------------|------------------------------|-------------------------|
| 645 | LAMBERT FOREST PRODUCTS | \$ (822.83) | \$ 14,994.40 | \$ - | 2008 |
| 658 | FUTUREWOOD CORPORATION | \$ (20.00) | \$ 74,207.60 | \$ - | 2008 |
| 679 | FUTUREWOOD CORPORATION | \$ - | \$ 20,154.20 | \$ 15,736.69 | 2010 |
| 685 | TWIN FOREST PRODUCTS | \$ - | \$ 52,916.90 | \$ 21,909.31 | 2011 |
| 690 | TWIN FOREST PRODUCTS | \$ 1,888.16 | \$ 111,991.00 | \$ 89,104.68 | 2011 |
| 692 | FUTUREWOOD CORPORATION | \$ - | \$ 4,739.60 | \$ 2,937.27 | 2011 |
| | | | | \$ 129,687.95 | |

FORESTRY TOTAL = \$304,515.13**Timber Sale Activity (May)****Jobs Started: #689 Twin Forest Products****Jobs Continuing/Reactivated: #690 Twin Forest Products****Jobs Gone Inactive: None****Jobs Finished: #679 Futurewood**

Current Projects Update

By Douglas Passineau, Highway Commissioner

June 7, 2012
HIRC meeting

General Maintenance

- Shoulder repair and shoulder grading
- Rubber crackfilling on county highways
- Replace culverts on town roads and county highways
- Spot repairs on state and county highways
- Repairs at the hot mix plant
- Paving culvert patches on county, city, village, and town roads
- Road repairs in the towns
- Set up signs and move chips around for sealcoating
- Fill washout from storms
- Set up and take down detours for county and state projects
- Mow county roads in preparation for sealcoating

Construction

- Storm sewer on CTH G and STH 173
- Paving for Town of Cameron

Road Closures - Highway Department

Road Closure Detail

| | |
|---------------------------|---|
| <u>Start Date</u> | 6/7/2012 |
| <u>End Date</u> | 7/18/2012 |
| <u>Affected Roads</u> | CTH U and W |
| <u>Work Description</u> | The Wood County CTH U & W and Portage County CTH FF intersection near Kellner will be closed starting at 5:00 AM Thursday, June 7, 2012 for pavement replacement. The existing rutted and deteriorated asphalt pavement will be replaced with new concrete pavement. The intersection will remain closed to traffic until Wednesday, July 18. Motorists should use the signed detour routes and adjust commute times accordingly. |
| <u>Detour Description</u> | From intersection of CTH W/STH 54, take STH 54 to CTH F in Portage County. Drive south on CTH F to CTH W. |

PLEASE SIGN IN (PRINT PLEASE)

NAME

REPRESENTING

Ken Stutz

Wood County Single Tractors

Sandy Mame

Citizen

Jenna Van Harpen

Truck Country of Wausau.

CHRIS HEINZEN

JX TRUCK

Kris Newbrun

Complete Control, Inc.

Rich Bulin

Ron's REFRIGERATION

Lance Williams

Mid State Truck

ROLAND HAWK

WOOD CTY HIGHWAY

BRAD MARTINSON

WOOD CTY HIGHWAY