

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

DAY & DATE: Thursday, December 1, 2016
PLACE: Wood County Highway Shop, 555 17th Avenue
Wisconsin Rapids, WI 54481
MEETING TIME: 8:06 AM
ADJOURNMENT TIME: 2:03 PM
MEMBERS PRESENT: Chairman Al Breu, Secretary Marion Hokamp,
Supervisor David LaFontaine, Supervisor William
Winch, Supervisor Joseph Zurfluh
MEMBERS NOT PRESENT: None.
OTHERS PRESENT: County Board Supervisor Dennis Polach; Park and
Forestry Director Chad Schooley; Forest
Administrator Fritz Schubert; Highway
Commissioner Douglas Passineau; Highway
Accounting Technician Caitlin Carmody; Steve
Grant, Wisconsin Department of Natural Resources;
Jeff Malczewski, Precision Rifle Forums; Mike
Klein, Wisconsin Rapids Aqua Skiers; Dan Dix,
Wisconsin Rapids Aqua Skiers

1. Chairman Al Breu called the meeting to order at 8:06 A.M.
2. There were no public comments.
3. Approve the minutes of the November 3, 2016 Highway Infrastructure and Recreation Committee meeting and the October 27, 2016 meeting/tour minutes.

Motion by D. LaFontaine and second by J. Zurfluh to approve the minutes of the November 3, 2016 Highway Infrastructure and Recreation Committee meeting and the October 27, 2016 meeting/tour minutes. All in favor. MC

4. Discussion regarding location of future HIRC meetings.

Motion by D. LaFontaine and second by M. Hokamp to hold future HIRC meetings at the Wood County Highway Shop at 555 17th Ave N, Wisconsin Rapids, WI 54481 from here forward with the occasional meeting held in Marshfield at the Chairman's discretion. All in favor. MC

PARKS:

5. Parks Construction Supervisor report.
 - a. Current projects update.

J. Zurfluh inquired about the South Park slide gates on the dam and why they had to be replaced. C. Schooley explained that the seal supplier had recommended the more pliable seal, which they purchased, but then failed. The contractor did replace the seals without cost due to the failure.

- b. Employee matters.

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

At this time, the Committee moved to 7.c. as members of the public were present to address the Precision Rifle Forum Special Use Permit up for approval that was not included in the HIRC packet (discussion found below under 7.c. "Precision Rifle Forum").

Following the discussion of the Special Use Permit, the committee then moved to item 7.a. as members of the Wisconsin Rapids Aqua Skiers were present to address their Red Sands Beach use request for 2017 (discussion found below under 7.a.).

- 6. Office Supervisor report.
 - a. Snowmobile/ATV Reports

J. Zurfluh questioned the issues with the Hay Creek Bridge boards "popping up". F. Schubert stated that he had inspected the bridge with the Office Supervisor, Sandy Green, and they found that a few boards were coming loose on one end and it is a maintenance issue. Typically a protective layer of oak running parallel to the path of travel is put over a snowmobile bridge. In this case, pine was used. They have contacted the Yellow River Riders regarding the issue.

- b. Office Update

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

- 7. Park and Forestry Director report.
 - a. Aqua Skier Red Sands Beach use request for 2017

D. Dix and M. Klein were in attendance on behalf of the Wisconsin Rapids Aqua Skiers. D. Dix is the new Water Ski Show Director and M. Klein is a skier delegate.

C. Schooley shared with the Committee correspondence he had had with JT (the former Water Ski Show Director). D. Dix and C. Schooley had discussed the correspondence yesterday and came to the following agreement:

The original requested dates for practice would start June 11th instead of the proposed June 4th. The skiers would only meet on Lake Wazeecha on Sundays and Mondays each week instead of the original five days a week request. August 1, 2, 8, and 9 practices would only be held if the team qualifies for the nationals tournament. A lump sum fee of \$300 would be paid for the use of the Red Sands Beach area during all of the requested dates.

J. Zurfluh asked what would happen if someone wanted to rent the Red Sands Beach shelter building while practice is being held. C. Schooley stated he would advise all potential renters of the scheduled practices. If the Committee agrees that they would like to approve this permit, he would also promote the practices to visitors to the park and users of the shelter buildings.

J. Zurfluh asked how much per day the fee would work out to if \$300 was paid. C. Schooley determined that with 25 days of practice, the fee would equate to \$12 a day.

Motion by J. Zurfluh and second by M. Hokamp to approve the Aqua Skier Red Sands Beach Special Use Permit with the dates agreed upon by C. Schooley and the Wisconsin Rapids Aqua Skiers and a fee of \$300 per year. All in favor. MC

b. Review and approve 2017 fees

C. Schooley had provided the Committee with a spreadsheet showing the history of fees from 2006 to present, and what he proposes as increases for 2017. There are eight out of 28 fees that the Department recommends increasing based on historical increases and neighboring county fee schedules.

	2016	2017
Non-electric camping	\$16.00	\$18.00
Family Ski Pass	\$30.00	\$40.00
1 st Session Tube	\$6.00	\$8.00
2 nd Session Tube	\$8.00	\$9.00
3 rd Session Tube	\$8.00	\$9.00
Tube/Ski Parties	\$200/\$320/\$6	\$225/\$300/\$325/\$400*
Dump Station	\$5.00	\$7.00
Firewood	\$5.00	\$6.00

*C. Schooley explained that the Tube/Ski Parties have historically had a base price for using the tube hill and/or the ski hill. That price would cover a set number of tow tickets with additional tickets over that being \$6.00 per individual. However, this was very cumbersome and not cost effective to determine total costs when large groups would come in. Instead, he proposed reorganizing their fee schedule based on how many tow lines are being run. These parties are on weekdays when the hill is not open to the general public, and are for any 3 hour period between 9am and 3pm.

Single Tow Line	\$225
Two Tube Tow Lines	\$300
Single Tube and Single Ski Tow	\$325
All tow lines	\$400

There was a request from J. Zurfluh and A. Breu to determine what the average cost to Wood County is for outside campers using the dump stations. C. Schooley stated he could follow up with that information.

There was discussion regarding the increased firewood fee. C. Schooley reminded the Committee that they had reduced the fee from \$6 to \$5 per bundle for the first year of the firewood ban to reduce the burden to campers. B. Winch asked if the firewood ban was going to continue now that Emerald Ash Borer has been found in Wood County. C. Schooley explained that EAB has not yet been found in Wood County Parks and to keep it that way, the ban should continue. In addition to EAB, there may be other harmful pests that are being kept out of the Parks by the ban. The primary concern with whether or not the ban would continue was whether or not camping unit nights were affected by it. The 2015 total camping unit nights was 16,227 and 2016's total was 16,125. That is an insignificant change in unit nights and so therefore, the ban should continue.

Motion by D. LaFontaine and second by B. Winch to approve the 2017 fee schedule. All in favor. MC

C. Schooley shared with the committee their firewood review from the year. In the packet was a breakdown of the costs and revenue for 2016. The comparison was very close and that was due to the increase in volume to prepare for this year and to have wood drying for next year already. Those costs should go down significantly in future years. What was actually used was far less than anticipated. A second report was provided that detailed expense/revenue comparison between processing as firewood and processing as timber.

c. Special Use Permits

Precision Rifle Forums (Jeff Malczewski representing)

Proposed April 29, 2017 from 9:00 AM to 4:00 PM

Location: Wood County Forest, parts of Section 16 and 21, Township 22N, Range 5E, Town of Seneca, Wood County

The Precision Rifle Forums group would like to host an organized precision rifle competition on the pipe line land that runs through the Wood County Forest at above location. They would close off all roads leading to the forest area and have individuals stationed at the road closures to ensure that the public stays out. They would be firing from a parking lot off Seneca Road to the north along the pipeline corridor.

The event would be an amateur level event hosted with the hope of recruitment, but the hosts of the event are very experienced precision rifle shooters. They would have a range officer and safety officer there to help run the tournament and ensure that all members are following the restrictions put forth in their "Firearm Safety and Operation Acknowledgment Form". They are expecting about 50 competitors.

F. Schubert expressed his concern with the date of the shoot falling during spring turkey hunting season where people would typically be

out on the property hunting. J. Malczewski did offer to host the event on a different day (proposed June 3rd). D. LaFontaine asked the maximum distance the bullets could travel. J. Malczewski stated 1200 yards. F. Schubert stated the property is a pipeline corridor and also has power lines running through it. If the event were to happen, both the pipeline and the power line companies would be contacted for permission. F. Schubert asked if there is an entrance fee or prize money offered. J. Malczewski stated there is no prize offered at this tournament as it is part of a season-long points race. There is an entrance fee that would be put toward the final prize awarded at the end of the season. Entrants would have to register as members of Border Wars (the precision rifle group) which costs \$25 and also register for the match itself on the group's website in January, after the event has been posted.

A motion was made by D. LaFontaine to approve the Special Use Permit considering appropriate signage is erected for the event.

S. Grant of the Wisconsin Department of Natural Resources stated it would be advisable to contact the local cranberry growers who surround the property as well.

B. Winch seconded the motion made by D. LaFontaine.

F. Schubert stated they would need to have portable bathroom facilities available on site if it is to be a day long event. J. Zurfluh stated he is in favor of the concept but the timing is a large concern for him. J. Malczewski offered to change the date of the event to a day following the spring turkey season. June 3rd was agreed upon as a possible new date. F. Schubert stated that the Parks and Forestry Department requires a \$1 million dollar liability insurance policy. J. Malczewski stated that was fine. The committee agreed that there were many issues that needed addressing before they could approve the Special Use Permit (such as speaking with the pipeline and power line companies, obtaining the liability insurance coverage, making a plan for signage, solidifying the date, discussing the permit with Corporation Counsel).

D. LaFontaine withdrew previous motion. B. Winch withdrew second to the motion.

The Committee instructed F. Schubert to work with J. Malczewski on addressing the conditions of the permit and bring a revised SUP for the Committee to review and approve at a special meeting to be held on December 20, 2016 prior to the County Board Meeting at 9:00 AM.

Winter Youth Kiwanis/Nordic Ski House Opening
January 21, 2017 from 10AM – 3PM
Nepco Lake Shelter Building rental
Annual event with lots of activities.

Port Edward Lions Fishing Event
January 29th, 2017 from 8AM – Midnight
Nepco Lake Shelter Building Rental all day Saturday and Sunday
Annual event.

Motion by J. Zurfluh and second by M. Hokamp to approve the Special Use Permits. All in favor. MC

C. Schooley stated that once the new Dexterville forestry shop construction is complete, they would be pursuing selling the parcel that the Dexter shop currently sits on. It is 3.97 acres. B. Winch asked if it was possible to have a market assessment done by a realtor since the property has not previously been assessed. C. Schooley stated he would inquire about that.

Schooley stated that they decided to put the Powers Bluff crop land up for another four year lease contract with a contingency to remove part of the property from the contract should the Parks be in need of it. They sought quotes on the property lease and only received one from Matt Lippert of Grass Ridge Farms (the current lease holder). His quote was for \$65/acre (approximately +\$80/acre less than what his previous lease was for). The committee instructed C. Schooley to negotiate the price with Mr. Lippert and if necessary, open it up for quotes again.

C. Schooley informed the Committee that he will have a budget “housekeeping” resolution that would be jointly introduced with the Executive Committee. This resolution is required due to exceeding the 2016 Capital Projects budget. Funds to cover the construction costs of the Dexter maintenance shop need to be transferred from the P&F Capital Projects Fund Balance. Typically, this resolution would be signed by the December County Board meeting (when other departments will be presenting theirs), but M. Martin of the Finance Department has stated he could wait until January to have the resolution brought forward. The Committee agreed it would be best to wait until the December 20th Special HIRC meeting so they could approve the resolution.

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

FORESTRY:

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

F. Schubert indicated he had an additional direct sale started (#753). This is for additional storm damage clean-up. The warm weather has delayed the ability to do frozen ground timber sales.

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

9. Correspondence.

None.

10. Approve payment of bills.

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

11. Revenue report.

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

At this time, the committee reviewed C. Schooley's annual review goals for 2016 and 2017 which would be addressed in closed session by the Committee later under item 24.

The committee was dismissed for a break from 11:05 AM to 11:26 AM.

HIGHWAY:

12. Discuss CTH C access in the Village of Rudolph for the cheese factory.

D. Passineau indicated this issue had been handled by his staff as is directed via their culvert approval policy.

13. Discuss and possibly act on quotes for the delivery of gasoline and diesel fuel to Highway shops.

Motion by J. Zurfluh and second by D. LaFontaine to approve the quote deemed most advantageous to the County. All in favor. MC.

14. Discuss purchase of new bay windows in the Wisconsin Rapids shop.

D. Passineau stated that the department wishes to replace 22 bay windows in the Wisconsin Rapids shop. This is out for quotes now and will be addressed further at the January HIRC meeting.

15. Discuss and possibly act on budget resolution.

Motion by D. LaFontaine and second by M. Hokamp to approve the budget resolution and send to County Board for review and approval. All in favor. MC

16. Discuss jurisdictional transfer of CTH A.

C. Carmody shared with the committee a report compiling all the accidents happening on CTH A from US HWY 10 to STH 80 from 2005 to present. The report shows the disparity between accidents occurring before the Veteran's Expressway was built in 2010 to those occurring after. D. Passineau stated that the State is still working on compiling their own data regarding the jurisdictional transfer of this property to the State of Wisconsin, but if pursued, would not be resolved in a quick fashion. Jurisdictional transfers of this magnitude can take years to accomplish.

17. Discuss property at CTH T and CTH Y intersection (old Salter building).

The Town of Marshfield has offered the corner where the old Salter building stands at the CTH T and CTH Y intersection to be given to the County as a vision corner. The building that is currently on the lot will need to be torn down. The Highway Department will handle this demolition and it will be completed this winter.

18. Update on electronic timesheet process.

C. Carmody provided a report on how the switch to electronic time reporting is going. The Highway Department has been implementing the use of an electronic timekeeping software as part of an initiative by the County to go paperless for timesheets. The process to implement the program is nearing completion, with the parallels finishing this month and work on some product enhancements starting in 2017.

19. Frac Sand update.

D. Passineau stated he has not received payment from Completion and they will send another bill out, but are skeptical as to whether or not it will be satisfied.

20. Current projects update.

D. LaFontaine asked if all the paving has been completed for the year. D. Passineau stated all paving projects have been completed and our asphalt plant produced about 85,000 tons which is quite remarkable.

The Highway Department will be completing engineering firm interviews for the CTH U STP-Urban project on December 8th at 8:00 AM at the Wisconsin Rapids shop. He invited the Committee members to attend.

21. Approve payment of bills.

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

22. Accounting Supervisor's Report.

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

23. Correspondence.

D. Passineau reminded the Committee that on Monday, the Executive Committee would address the purchase of the land adjacent to the Wisconsin Rapids shop.

The Highway Department has an employee retiring on December 9th after 30 years with the Wood County Highway Department. He has been an exemplary employee.

The Committee discussed the pay schedule for employees. They will discuss further at the January meeting.

24. Go into closed session.

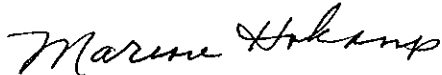
Motion by D. LaFontaine and second by J. Zurfluh to enter closed session at 1:15 PM pursuant to §19.85 (1)(c), Wisconsin Statutes for the purpose of evaluating the 2016 performance of the Highway Commissioner and Park and Forestry Director and for determining the goals and objectives for the 2017 evaluation. Roll call vote. All ayes. MC.

25. Return to open session.

Motion by J. Zurfluh and second by D. LaFontaine to return to open session at 2:00 PM. All in favor. MC.

26. Next meeting date: December 20, 2016 at 9:00 AM at the Wood County Courthouse 400 Market St, Wisconsin Rapids, WI 54495.

27. Chairman Al Breu declared the meeting adjourned at 2:03 PM.



Marion Hokamp, Secretary

Minutes taken by Caity Carmody, Highway Accounting Technician