

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

**DAY & DATE:** Thursday, May 7, 2020  
**PLACE:** Wood County Courthouse, Conference Room 114, 400 Market St,  
Wisconsin Rapids, WI 54495  
WebEx virtual meeting room was provided as well.  
**MEETING TIME:** 9:00 am  
**ADJOURNMENT TIME:** 11:20 am  
**MEMBERS PRESENT:** **In person:** Chairman Jake Hahn; Supervisor Dave LaFontaine; Supervisor John Hokamp and Supervisor Lee Thao  
**Via WebEx** – Supervisor Al Breu  
**EXCUSED:** Not Applicable.  
**OTHERS PRESENT:** **In person:** County Board Chairman, Lance Pliml; Supervisor Bill Clendenning; Chad Schooley, Parks & Forestry Director; Fritz Schubert, Forest Administrator; Roland Hawk, Highway Commissioner; Lisa Keller, Information Technology; Supervisor William Winch; Supervisor Dennis Polach and Sandra Green, Parks & Forestry Office Supervisor  
**Via WebEx** - Caitlin Carmody, Highway Accounting Technician; Supervisor Adam Fischer, Jack Esser from Arpin, WI;

1. Call meeting to order. Meeting called to order at 9:00 am by Supervisor Hahn.
2. Declaration of Quorum. Yes.
3. Public comments.
  - a. Jack Esser joined us via WebEx to express his thoughts regarding the Flagger Certification and cost of the highway rumble strips.
  - b. Supervisor Clendenning asked if the solar information would be on the internet. C Schooley stated he just forwarded this information to the IT Department to be placed on our website.
  - c. The Minutes on Item 8, Page 4. Supervisor Clendenning and Supervisor Winch would like to talk about the rumble strips.
  - d. Supervisor Clendenning, regarding page 4 regarding the 71<sup>st</sup> Street culvert. He would like more discussion on this topic.
4. Correspondence. None
5. Approve minutes from previous committee meetings. **Supervisor Hahn declared the previous minutes approved.**
6. Department Staff Reports

Highway Commissioner Report: R. Hawk highlights that he would like to keep the committee informed of open positions. They interviewed two excellent candidates for the mechanic position. They have made an offer to one and are waiting for a response.

COVID19 testing will be done at the Hwy. Dept. this weekend. People need to make an apt. As of today, there are only about 80 registered. They have enough tests for 600 people over the course of two days. County Board Chairman also stated that anyone who has any of the

symptoms, even if mild, should get test and to pass the word on to as many as you can. All the testing will be done in the parking of the highway shop. They will decontaminate if they need to come into the shop for any reason.

C. Schooley would like to know if there are any questions on how the Parks and Forestry Dept. is handling the COVID19 in our parks areas. We had a good weekend for camping even though many things are restricted such as restrooms, showers, playgrounds, etc. Only the vault toilets are open.

One item that did not make R. Hawk's report is that the LaCrosse Hwy Dept. is selling their used equipment. They have about six trucks on this listing that are newer than what Hwy. has. They are bidding on some of these through the state auction site, WI Surplus.

WI County Highway Assoc. Updates: If anyone is, interested on additional information or what R. Hawk's role is and he can provide information on this. R. Hawk states they have an open vice-chair. The person has to be an elected board member in order to be considered. This voting has been extended from June to August when the Association is scheduled to meet next.

7. Department Vouchers.
8. Department Revenue Reports

**Motion by D. LaFontaine and second by J. Hokamp to approve the Highway Vouchers and Revenue Reports. Motion carried.**

**Motion carried.**

9. Review items, if any, pulled from consent agenda. N/A

10. ATV Update

R. Hawk gave an update on the most recent routes that will be presented very soon. Later, there will be a more extensive plan to connect parks, fuel sources, places to eat and more. R. Hawk would like to get our ATV planning committee together again to talk about future plans of ATV recreation. R. Hawk explained CTH AA is currently open from Lynn Hill Rd. into City of Nekoosa. There has been two requests to extend ATV access on AA to Hwy. G, which then connects to Batterman Rd., which is part of County trail system. It would give more access to the WI River area and resident's access to more venues and trail systems. CTY X, from Hwy. 173/80 to Hwy. 54 came up as a request a while back. We did not have access across Hwy 173/80 Babcock bridge previously. Opening this up would connect Dexterville Park. These are the two sections he would like to have the committee approve.

**Motion by J. Hokamp and second by L. Thao. No by A. Breu. Reason is the old idea that there is a warning decal on the equipment that it is not meant for highway use. Motion carried.**

Chairman Hahn stated that a way we could help these businesses currently struggling is by providing the best environment possible to help our businesses open and thrive. We should do what we can to open up as many roads and highways as possible to allow ATV's to use so business can receive this

revenue they need so desperately during these hard times. A plan will be brought forward to the committee in the next month or two.

Towns that do not allow ATV's on their routes are Grand Rapids, Lincoln, Marshfield, Cameron and Milladore. In these townships, the route can end at the Township boundary. L. Pliml stated that Counties that have opened their roads completely, have dealt with problems as they arise, rather than prohibiting riding and opening routes on a road by road basis. The bridge in Remington is now open. Section of 54 from Dexter Park to Hwy. 80 where the drive-in is and the gas station, they have a plan to get that request to the T. of Dexter this year. T. of Dexter would have to pass an ordinance to approve this. We are hoping by the end of summer to have this open to the public.

## 11. HIGHWAY

- a. ATV Route Review. Discussed under item 10.
- b. Wisconsin County Highway Association updates. See update under item 5b.
- c. Review of recently approved policies
  - a. Certified Flagger: R. Hawk summarized the certified flagger policy. The State offers online training and R. Hawk would like to see many of local contractors participate in this Webinar. The purchase of the rumble strips are expensive and he realizes this. R. Hawk believes that these should be required on county highways just as they are on State highways. R. Hawk wants his employees and contractors to have all the protection they can get and should not have less because it is a county road. R. Hawk, Highway will work with contractors over the next several months to educate and inform them of the new policy and will bring this back when the grace period ends. No other comments.
  - b. Access Control: They spent a good part of a year putting this policy together. In previous access ordinance, property owners could only have one driveway per residence. This new policy will allow property owners to have one residential driveway and additional agricultural or wood lot driveways. We will want to maintain as much safety as we possibly can. This new policy also allows the county to let the property owner know when a culvert needs to be replaced. If the landowner does not replace it, the county will replace it and charge the landowner. The \$25 flat fee has increased to \$350 with a \$300 refund if installation is completed correctly, and on time. Breu thinks the culvert replacements ordinance is a good policy moving forward.
- d. Review of Permit revisions
  - a. Access/Driveway Permits. Discussed previously.
  - b. Seasonal Weight Restriction Permit. \$300 for single trip for a straight truck or \$600 for multiple (up to 3) trips. \$400 for a combination truck or \$800 for multiple (up to 3) trips, in both cases the truck is allowed to haul 80% of its maximum allowed weight. Developed special use permits for milk, trash, and septic haulers - \$300 for the posted season. Having the permits allowed the highway department to determine time of day when the loads could be moved to protect the pavements.
  - c. Utility Permits – Utility permit fees increased from \$25 to \$50 and fees for boring increased from \$25 to \$100 and open cut fees increased from \$250 to \$500 plus there is an additional \$35 fee per 1000 feet of work within the R/W.
  - d. OS/OW/OH/OL Truck Permit. Increased from \$25 to \$50 per permit.
- e. Marshfield Facility Update. The Hwy. Dept. has received tentative agreement from WDOT to fund the construction of a replacement State salt shed. R. Hawk handed out a site plan they

have been working on for over a year. They will construct two additional salt sheds one State shed and one County Shed and remove the old one. There is definitely a need for a new salt shed as they ran out of salt many times this past winter.

## **12. PARKS AND FORESTRY**

- a. Timber Sale Contract Extensions: #719, #724, #741, #744. The reason for most of these extensions is our timber sales require frozen ground access.

**Motion by D. LaFontaine moves to approve the extensions and consideration of increase as recommended by the Forest Administrator and second by A. Breu. Motion carried.**

- b. 2021-2025 CIP Request. C. Schooley included a proposed 5-year CIP in the committee packet last month and the recommendations were to bring it forward to the new committee for review. Schooley pointed out that he removed all of the larger projects, and only included CIP items needed for general operations. He listed the larger projects, some of which would be eligible for state grants, separately. He would like to discuss these and prioritize them with the HIRC in future meetings. For the time being, the only items on the CIP are those listed for general operations.

**Motion to approve the proposed 5-year CIP with the understanding it may have to be revised based on the County's financial year. Second by A. Breu. Motion carried.**

- c. Parks Revenue Report
- d. Forestry Revenue Report

**Motion to approve the Parks & Forestry revenue reports by A. Breu and second by D. LaFontaine. Motion carried.**

**Special Use Permits.** Per Chairman Hahn, for future meetings, we will take Special Use Permits as a separate agenda item. C. Schooley reviewed the Special Use Permit request for the committee.

Northward Peddle and Paddle request to supply Kayak/Canoe/possibly Fat Tire Bike Rentals at South Park. They would operate out of a trailer during the summer on Thursdays-Sundays depending on the type of traffic they are seeing. C. Schooley is finalizing agreement with them, which would include a % based payment that would come back to the County. Corporation Council and Safety/Risk will be reviewing agreement.

B. Clendenning asked about the trees purchased from Laura's Lane Nursery (LWCD), and C. Schooley stated he did speak with that Dept. and said he would be interested in trees if they could not get rid of them. They do have a lack of staff right now due to no EG workers, but they would make the time. C. Schooley will reach out to the Shane W. regarding this.

Forest Administrator Report. Timber Bid opening is May 27 at 9am at the ATV Intensive Use Park. Bid results and contract awards will be presented in June. We also had an audit this past winter by the DNR. We have not received the results yet, but will present when received. Our Certification Audit for forestry operations is coming up as well. The ATV Trail project of 4 miles that we received funding for from the DNR will begin when we are able to meet the DNR specialists out in the field. This has not been possible due to COVID19.

Supervisor D. LaFontaine commented on the vouchers and why so many, and why so many details. R. Hawk and C. Schooley stated that employees are spending triple the amount of time doing vouchers with this process that was put into place in 2019. R. Hawk explained the new accounting and bill pay process that was put into place to Supervisor D. LaFontaine. L. Pliml stated that if the committees would like to see this changed back to the way it used to be, he can take this back to the Finance Committee to come up with a new process for vouchers. The Department heads R. Hawk and C. Schooley would both like to see this changed so L. Pliml will bring this forward to the Finance Dept.

**Motion by Supervisor D. LaFontaine a second to L. Thao for L. Pliml to get this to the Finance Department.  
Motion carried.**

13. Future Agenda Items. If there are any, please send to Chairman J. Hahn or Vice Chair A. Breu.
14. Set next regular meeting date: June 4, 2020 at 9:00am at Wood County Highway Shop, 555 17<sup>th</sup> Ave North, Wisconsin Rapids, WI 54495 if set up for WebEx. If not, the meeting will be held at the Courthouse, Room 114, 400 Market St., WI Rapids, WI 54495.

Meeting adjourned by Chairman Hahn at 11:20 am.

Minutes taken by Sandra Green, Parks & Forestry Office Supervisor