

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

DAY & DATE: Thursday, February 1, 2018
PLACE: Wood County Highway Department, 555 17th Ave North,
Wisconsin Rapids, WI 54495
MEETING TIME: 8:00 A.M.
ADJOURNMENT TIME: 11:00 A.M.
MEMBERS PRESENT: Chairman Al Breu, Supervisor Marion Hokamp, Supervisor
David LaFontaine, Supervisor William Winch, Supervisor
Joseph Zurfluh
EXCUSED: None.
OTHERS PRESENT: Dennis Polach, Wood County Board; Bill Clendenning,
Wood County Board; Parks and Forestry Director Chad
Schooley; Forest Administrator Fritz Schubert; Highway
Commissioner Douglas Passineau; Highway Accounting
Technician Caitlin Carmody; Highway Patrol
Superintendent Brandon Dammann

1. Call meeting to order. Meeting called to order by Supervisor Breu at 8:02 am.
2. Public comments. None.
3. Approve minutes of the January 4, 2018 Highway, Infrastructure, and Recreation Committee meeting(s).

Winch pointed out that the topic of railroad crossings did not get added to the February agenda as stated in the January minutes. He stated that the Public Safety Committee would be discussing the issue at their meeting on February 12th at 1:00 PM at the Vesper Community Center. He will bring the results of that discussion to the March HIRC meeting.

Motion to approve the minutes of the January 4, 2018 Highway Infrastructure and Recreation Committee meeting by D. LaFontaine and seconded by M. Hokamp. All in favor. Motion carried.

PARKS:

4. Parks Construction Supervisor report.
 - a. Current projects update.
 - b. Employee matters.

Motion to approve the Parks Construction Supervisor report by D. LaFontaine and seconded by J. Zurfluh. All in favor. Motion Carried.

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

Motion to approve the Office Supervisor report by J. Zurfluh and seconded by W. Winch. All in favor. Motion carried.

6. Park and Forestry Director report.

Schooley stated that per a request from the committee at the January meeting, he included a firewood review for 2017. It does not reflect some labor costs that the

department had, but those were costs that would be sustained anyway for firewood handling.

Winch asked if there is a current inventory count on the firewood pile. Schooley stated that no, there wasn't, but that he could get that. Winch also asked if they could compare the profit made from firewood to that they would have made from selling the dead oak as timber. Schubert stated they normally get \$10 per cord for dead oak timber. Schooley will bring back a more detailed report showing the comparison between selling the firewood vs. selling the wood to a timber contractor for firewood.

Schubert stated that per the report, he and Schooley are looking at doing a pine stand improvement harvest in South Park. They have marked the trees. Schooley stated that given it is within the boundaries of a park near a residential area, he has concerns about who gets the bid for the work. In the past, they have sent out requests for bids to a few select loggers who they know do good work and he would like to follow this process again. He will contact Peter Kastenholz to find out the legalities of seeking bids in this manner.

a. Special Use Permits.

State Ski Show Tournament

Aqua Skiers

July 14-25th, 2018

For the use of the beach area for the ski show.

Schooley stated that he had met with the Aqua Skiers regarding their contract for the use of the shelter buildings for the ski show. In the past, they had completed in-kind work for a fee waiver for the Red Sands Beach Pavilion, but that arrangement runs out after the 2018 season. They would like to now do a three year contract for the event, instead of a one year and they want to keep the fee waiver. Schooley said they do plan to do some more in-kind work to the shelter building (putting up gutters, down spouts, and rooftop snow guards) this spring at their cost. This could reduce their expected fees, but how much would depend on the estimate.

The Special Use Permit is for the show itself and Schooley will work with the Aqua Skiers to determine a fee structure and bring to the committee next month.

Motion to approve the Special Use Permits by D. LaFontaine and seconded by W. Winch. All in favor. Motion carried.

Motion to approve the Park and Forestry Director report by D. LaFontaine and second by J. Zurfluh. All in favor. Motion carried.

FORESTRY:

7. Forest Administrator report.

a. Timber Sale Update

LaFontaine requested that Schubert provide the committee with a list of all the contracts that are approved and what the contract awards are.

Motion to approve the Forest Administrator's report by D. LaFontaine and second by J. Zurfluh. All in favor. Motion carried.

8. Correspondence. None.

9. Approve payment of bills. **Motion to approve the payment of bills by M. Hokamp and seconded by D. LaFontaine. All in favor. Motion carried.**
10. Revenue report. **Motion to approve the revenue report by D. LaFontaine and second by M. Hokamp. All in favor. Motion carried.**

Committee took a break at 9:39 AM and resumed at 9:45 AM.

HIGHWAY:

11. Geographic Information Systems (GIS)

Passineau stated that his staff would be working with Justin Conner of the Planning and Zoning office to implement a GIS database of signs, culverts, and driveway permits. They currently use a Simple Signs program that is a number of years old and is outdated. There would be costs for annual licenses to utilize the program.

Motion to approve the use of Geographic Information Systems for inventorying Highway resources by D. LaFontaine and second by W. Winch. All in favor. Motion carried.

12. Capital Improvement Projects

The committee reviewed the capital improvement projects report provided by Passineau. Passineau stated that generated revenues from machinery use and asphalt plant operations pays for the purchases of equipment and the equipment is replaced as needed, not on a rotation.

Motion to approve the Capital Improvement Projects with future amendments brought back to the Highway Infrastructure and Recreation Committee by D. LaFontaine and seconded by J. Zurfluh. All in favor. Motion carried.

13. Beet Heat/Brining Operations

Passineau stated he and Dammann had met with representatives from the Department of Transportation last Friday and at the meeting, the DOT representative Jim Hughes stated that the DOT is considering buying the Highway Department a brine maker. The DOT has already purchased the department a truck and tank to use for a brine-only State patrol section. However, the Department would need to build a storage building for the brine maker, should it be purchased. Passineau stated he would like to use excess funds from the winter maintenance account from last year to pay for the building.

Dammann stated that brining operations could save the county up to \$30,000 per year on salt purchases and the brine would be used on county roads as well. Brine is found to be more efficient and effective than just salt and can be used down to 17 degrees Fahrenheit without additives. Adding additives such as Beet Heat or magnesium can lower that temperature even farther. Brining is also found to be safer for the environment because salt stays on the roads better and doesn't wash, roll, or get plowed off into the ditch. There are a few Wisconsin counties who have switched their operations to a focus on brine and they have all found it to be more cost effective and efficient.

Motion to approve the transfer of funds from the winter maintenance account for the purposes of building a brine storage facility by D. LaFontaine and seconded by M. Hokamp. All in favor. Motion carried.

14. Marshfield Storage Operations

Passineau reminded the committee of the department's plan to close the Pittsville shop once the fuel software systems were upgraded in Marshfield and Wisconsin Rapids. The IT department is now ready to upgrade those systems and they anticipate a completion date of mid-March to early-April. Part of the process of closing Pittsville is moving equipment up to Marshfield. But the current storage capacity at Marshfield will need to be updated to make more room for the added equipment. In April, the committee had approved the department to seek engineering on a new storage building in Marshfield. Passineau stated they are now ready to move forward with this project.

15. Winter Route Optimizations

Passineau stated the DOT is wishing to do a winter route optimization on our roads and they believe it might change our sections a bit and improve our winter maintenance operations. Passineau stated some counties keep county and state winter maintenance sections separate and route optimization integrates those sections and can reduce costs and improve service. However, Passineau stated that our routes have been integrated for years already.

16. Frac Sand update.

17. Current projects update.

18. Approve payment of bills.

Motion to approve payment of Wood County Highway bills by D. LaFontaine and seconded by W. Winch. All in favor. Motion carried.

19. Accounting Supervisor's Report.

Motion to approve the Accounting Supervisor's report by J. Zurfluh and seconded by D. LaFontaine. All in favor. Motion carried.

20. Correspondence. Passineau announced his retirement as of July 6, 2018. He stated he would be sharing his retirement letter with the committee shortly.

21. Next meeting date: Thursday, March 1, 2018 at Wood County Highway Department, 555 17th Ave. North, Wisconsin Rapids, WI 54495

22. Motion to adjourn.

Motion to adjourn by D. LaFontaine and seconded by W. Winch at 11:00 AM. All in favor. Motion carried.

Signed electronically by, Secretary Marion Hokamp

Marion Hokamp

Minutes taken by Caitlin Carmody, Highway Accounting Technician