

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

**DAY & DATE:** Thursday, April 4, 2019  
**PLACE:** Wood County Highway Department, 555 17<sup>th</sup> Ave N,  
Wisconsin Rapids, WI 54495  
**MEETING TIME:** 8:00 A.M.  
**ADJOURNMENT TIME:** 9:58 A.M.  
**MEMBERS PRESENT:** Chairman Adam Fischer, Supervisor Marion Hokamp,  
Supervisor Lance Pliml (attended via phone conference),  
Supervisor Dennis Polach  
**EXCUSED:** Supervisor William Winch  
**OTHERS PRESENT:** Supervisor Bill Clendenning, Wood County Board;  
Chairman Doug Machon, Wood County Board;  
Commissioner Roland Hawk, Highway Department;  
Accounting Technician Caity Carmody, Highway  
Department; Director Chad Schooley, Parks and Forestry;  
Forest Administrator Fritz Schubert, Parks and Forestry;  
Forester Gavin Hutchinson, Wisconsin Dept. of Natural  
Resources

1. Call meeting to order. Meeting called to order by Supervisor Fischer at 8:00 am.
2. Fischer declared a quorum.
3. Public comments.

Caity Carmody was asked to read a letter sent to the Committee by Victoria Palen, Secretary of the Board of Directors of the Friends of Sandhill Wildlife Area. The letter expressed opposition to the proposed designation of Ball Road as an approved ATV route. Stated reasoning included: limited parking, temptation of riders to travel off the road, wildlife habitat and noise concerns, potential damage to the road, visitor enjoyment, trapper access, and concern for wildlife nesting.

Supervisor Clendenning asked Roland Hawk to arrange a speaker to discuss living snow fence placement on US Highway 10.

4. Correspondence.

Schooley was approached by the Health Department with a request to move their bike share station from the 8<sup>th</sup> Street location to the White Sands Beach. Schooley is looking into the matter and believes it will be possible.

5. **CONSENT AGENDA**
  - a. Approve minutes from previous committee meetings
  - b. Department Staff Reports
  - c. Department Vouchers
  - d. Department Revenue Reports

**Motion to approve the consent agenda excepting those items pulled to discuss in agenda item 6 and with the correction to the 3/7/2019 minutes agenda item 8c to identify L. Pliml as the supervisor making the motion by M. Hokamp and seconded by D. Polach. All in favor. Motion carried.**

6. Review items, if any, pulled from consent agenda

Towing on Page 17 in Highway Department Vouchers – Polach inquired about these items. Hawk clarified that the Highway Department no longer owns a tow truck, so they hire Nieman's to tow vehicles that have broken down and to assist with pulling vehicles out of the ditch during storms.

Special Use Permits – Schooley indicated he received two more Special Use Permits after submitting his Director Report.

Dave Tiffany with Mid-Wisconsin Disc Golf Association  
12<sup>th</sup> Annual Dairy Fling Fest  
6/2/2019, 9am – 4pm, set up on 6/1/2019  
Course closure.

Gorilla Boy  
6/15/2019, 7/20/2019, 6am – 6pm  
No course closure.

Schooley stated in the past, the county has charged a \$50 fee for the disc golf tournaments for the day and has not charged individual players fees to participate in the event. Other counties charge differing fees and it is something he is reviewing for future requests.

**Motion made to approve the Special Use Permits and honor the \$50 tournament fee made by M. Hokamp and seconded by D. Polach. All in favor. Motion carried.**

**Motion made to approve the items pulled from the consent agenda by M. Hokamp and seconded by A. Fischer. All in favor. Motion carried.**

7. ATV Update

Hawk stated he has a meeting scheduled with Town of Remington on 4/16/2019 to discuss the route on Ball Rd. Highway staff are coordinating with the Department of Transportation, City of Nekoosa, and Town of Saratoga regarding the STH 73 Bridge to Church Rd. Town of Saratoga will revise their ordinance to include that bridge and then we can submit the request to the DOT. That segment will likely not be approved (if approved) until later in the summer. Schubert stated he is working on the grant application now. Awards for the grant occur in August. Schubert stated there are some concerns about wetlands and permitting but the Department of Natural Resources has reviewed the segment with Schubert and thinks the issues can be resolved. Schooley stated there is a bridge structure that will have to be constructed for the trail and those estimates have been difficult to receive prior to the grant application deadline.

8. HIGHWAY

- a. Quotes for Milling and Pulverizing – **Motion to approve the quote deemed most advantageous to the County made by D. Polach and seconded by L. Pliml. All in favor. Motion carried.**
- b. Bids for Bituminous Materials – Hawk stated oil is \$100/ton more this year than last. **Motion to approve the low bidder with 60% of the purchase and second**

**lowest with 40% made by D. Polach and seconded by M. Hokamp. All in favor. Motion carried.**

c. Shop Overhead Charges

Hawk stated the Sheriff's Department contacted him regarding the increase in costs due to the newly implemented shop overhead charge of 50% on labor and machinery. Hawk stated that the committee approved this charge last year and it was implemented in January for the first time. Historically, the Highway department absorbed 100% of the shop overhead charges into their budget, but they were informed by the DOT that they should be recouping some of those costs when doing work on non-departmental equipment. Most of the work completed for the Sheriff's Department is oil changes and tire rotations which they can get significantly cheaper at another location. Hawk stated part of the reason our costs are so high is because we have diesel and heavy equipment mechanics here. Hawk stated he would like to keep their business, however, and therefore suggested charging 25% instead of 50% shop overhead to Wood County departments. Hawk stated the Highway department would continue charging 100% shop overhead to townships and municipalities who bring their equipment in because they are typically putting the skills and expertise of the heavy equipment mechanics to work.

**Motion to charge 25% shop overhead on major mechanical repairs and no shop overhead for routine maintenance done on Wood County department vehicles made by A. Fischer and seconded by L. Pliml. All in favor. Motion carried.**

d. Unsecured Claim for Completion Industrial Minerals LLC (Frac Sand)

Hawk stated he spoke with Corporation Counsel Peter Kastenholtz about the offer by Argo Partners Firm to purchase the unsecured claim for Completion Industrial Minerals LLC for 75% of the total. Kastenholtz agreed with Hawk that it was a good idea and so therefore, Hawk submitted approval for it. The Highway department has already received the check and it will be deposited into the Frac Sand account that is segregated for construction projects on designated "frac sand roads".

e. Proposed Seasonal Weight Restriction Permit

Hawk stated that a State Patrol officer told him that 100% of the base fine applied by any Wood County deputy on oversize/overweight tickets should be returned to Wood County. 50% of the base fine applied by a State Patrol officer would come back to the County. Hawk was told by the Clerk of Courts that it all goes back to the State Courts. Because of this, Hawk stated he would like to develop a policy that allows the Highway department to approve select overweight permits during seasonal weight restrictions. There was committee consensus that Hawk needs to find out where exactly that money is going, and if it is coming to Wood County, it should be applied to the Highway department's budget for maintenance and construction on County roads.

Hawk reviewed the proposed policy and amounts provided in the Committee packet with the group.

**Motion to allow the Highway department to establish a multi-trip, multi-rate seasonal weight restriction permit made by M. Hokamp and seconded by D. Polach. All in favor. Motion carried.**

f. Winter Maintenance Budget

Hawk stated that the Highway department is over on their winter maintenance budget already. They plan to adjust for it by moving two planned bridge construction projects to 2020. If needed, they could also use some funds from the salt shed building fund, but they still need to construct the shed this year given the fact that they ran out of salt at one point in Marshfield. He stated they need to build a salt shed that allows the department to get 50% of their salt from early fill so they don't run out again. Therefore, Hawk stated that the Highway department would be interested in taking out a short term loan for the salt shed for approximately \$350,000 with a three year pay back. Pliml stated this should be discussed at the Executive Committee because it is additional debt. Fischer stated he did not want to take it to the Executive Committee unless the HIRC approved it first. Fischer asked if Hawk had exhausted all other avenues. Hawk stated they could either take it out of the machinery fund or the maintenance fund as well, but he is concerned that they will be generating less in their machinery fund because there is less construction this year due to the reduced Capital Improvement Projects funds and that the maintenance fund will likely be utilized entirely anyway. Hawk will bring a proposal back to the Committee in May.

g. Proposed Marshfield Salt Shed – This was discussed in conjunction with item 8f.

h. CTH U Projects

a. Jurisdictional Transfer with Village of Biron

Hawk sent an agreement to the Village of Biron about the stormwater maintenance plan but has not yet received it signed. He did get a verbal agreement to the plan.

b. STH 54 – S Biron Drive

Hawk stated the original design called for 7.5" of concrete but with the increased truck traffic generated by ND Paper Mill, a revised pavement design called for 8.5", however, the DOT only approved 8", so they needed to do a change order to the plan. Now there is a total of \$1 million of county cost to the project because of the change (formerly \$400,000). Hawk wants the additional \$600,000 included back into the project so that the Highway department continues to only pay 20%.

Hawk stated they are down to 8 parcels that need to be acquired. Four had contested the amount we assessed and so the department moved to full appraisals on them and the appraisals all came in lower than the original offers obtained through the market analysis. Hawk stated he could either stick with what was originally offered or move to condemnation.

c. Bridgewater/Classic Development

After discussing the project with the developer and engineer, Hawk stated the road should be open and ready to go by June. In 2005, the committee had approved the commissioner to take care of accepting the new right-of-way without bringing it back to committee. Hawk stated the developer has been given permission by WDNR to remove the old roadway prior to providing replacement water access, however the engineer indicated they will be working on the access where the Aqua Skiers practice so hopefully they have access this year.

- i. Special April HIRC meeting to approve CTH N Bridge bid opening – **The committee agreed to hold a special meeting at 9:15 AM on 4/16/2019 to approve the CTH N Bridge bid.**

9. **PARKS:**

- a. 2018 Campground firewood sales summary and ordinance review

Schooley stated it has been 3 years since the “no firewood carry-in” ordinance was approved. There is no confirmed detection of Emerald Ash Borer within Wood County parks which was one of the goals of limiting firewood transportation. Schooley stated that firewood purchase from the Parks is done on an honor system and he knows that not all campers are abiding by the firewood ordinance. With an increased volume of firewood sales in the parks, it has also been challenging to provide enough small dry kindling for starting fires. Schooley stated there has been no drop in reservations due to the policy and they have not received any complaints recently that campers can’t bring in their own wood, though he has received a few regarding the lack of dry wood.

- b. Forest Administrator vehicle replacement quotes – **Motion to approve the quote deemed most advantageous to Wood County made by M. Hokamp and seconded by L. Pliml. All in favor. Motion carried.**
- c. Parks Revenue Report
- d. Forestry Revenue Report – **Motion to approve both the Parks Revenue Report and the Forestry Revenue Report made by D. Polach and seconded by M. Hokamp. All in favor. Motion Carried.**
- e. WCFA Spring Meeting Recap.

Schubert shared a number of interesting take-aways from the recent meeting. The DNR’s Black Bear Management Plan is up for public comment. That period closes on 4/15/2019. The County could participate in a black bear sampling project on county forest land. There is also potential to do a deer browse study on county forest land that has grant money associated with it. The 15 year plan which was last done in 2006 will be expiring in 2020, so Schubert will be working on renewing that. He will bring a chapter each month for the committee to review.

- f. County Forest Access Agreement Approval – Gardner Cranberry.

Schubert stated that Wayne Gardner (Owner of Gardner Cranberry) acquired new cranberry marsh land that is effectively land locked by County Forest land. Easements are not allowed for access, so they are submitting an access agreement.

Schubert stated it would be what classifies as a “minor access” and that the county uses a portion of their private road for access too, so it is mutually beneficial.

**Motion to approve the County Forest Access Agreement with Gardner Cranberry made by D. Polach and seconded by M. Hokamp. All in favor. Motion carried.**

- g. HIRC Meeting Locations for May, July & September – No discussion. Information only.

*L. Pliml was excused at 9:50 AM.*

- h. Bids for the White Beach House Remodel

Schooley stated they received only one bid from Eagle Construction Co. This project does include grant money from the DNR. Eagle has the ability to complete their portion of the project by the end of May, so Schooley would like them approved.

**Motion to approve the bid for the White Beach Remodel by D. Polach and seconded by M. Hokamp. All in favor. Motion carried.**

- i. Timber Sale Bid results and assignment of contracts – **Motion to award the contracts to the highest bidders made by M. Hokamp and seconded by A. Fischer. All in favor. Motion carried.**

10. Future Agenda Items.

- Seasonal Weight Restriction Permit
- Pam Ironside – Lake Wazeecha projects
- MSA Proposal for Powers Bluff Project (Fundraising and community engagement)
- Access Control Policy
- Exemptions to current Driveway Policy
- Winter Maintenance Budget Proposal

- 11. Set next regular meeting date: May 2, 2019 at 8:00 am at the Nepco Lake Shelter, at 1410 Griffith Ave., WI Rapids, WI 54494. Special meeting to be held April 16<sup>th</sup>, 2019 at 9:15 AM at the Wood County Courthouse, 400 Market Street, WI Rapids, WI 54494.

- 12. Fischer declared the meeting adjourned at 9:58 AM.

Signed by, Secretary Marion Hokamp

*Marion Hokamp*

Minutes taken by Caitlin Carmody, Highway Accounting Technician