

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

DAY & DATE: Thursday, May 2, 2019
PLACE: Nepco Lake Shelter, 1410 Griffith Ave, WI Rapids, WI 54494
MEETING TIME: 8:00 A.M.
ADJOURNMENT TIME: 10:27 A.M.
MEMBERS PRESENT: Chairman Adam Fischer, Supervisor William Winch, Supervisor Marion Hokamp, Supervisor Lance Pliml, Supervisor Dennis Polach
EXCUSED: None.
OTHERS PRESENT: Supervisor Doug Machon, Wood County Board; Supervisor Bill Clendenning, Wood County Board; Commissioner Roland Hawk, Wood County Highway; Director Chad Schooley, Wood County Parks and Forestry; Forest Administrator Fritz Schubert, Wood County Parks and Forestry; Accounting Tech Caitlin Carmody, Wood County Highway; Peter Kastenholz, Corporation Counsel; Gavin Hutchinson, Wisconsin Department of Natural Resources; Raine Gardner, MSA Professional Services; Jill Snyder; Jodi Lubeck

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

Supervisor Clendenning requested to speak on item 7, ATV Update.

Roland Hawk advised that Jill Snyder was here to speak on item 8.a. Driveway Access Policy – Update/Exemptions.

4. Correspondence.

Fritz Schubert reminded the committee about the Wisconsin County Forest Association summer tour in June.

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

Supervisor Winch requested to pull various portions of the previous meeting minutes, department staff reports and voucher listings.

Motion to approve the consent agenda minus removed portions by L. Pliml and seconded by M. Hokamp. All in favor. Motion carried.

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

Supervisor Winch requested clarification on a number of items from the previous months' minutes. Chad Schooley and Hawk provided him updates and clarification. Winch asked if the bridge design fees listed in the Highway Department voucher listings are finished and if the plans and contracts provided are good for a year. Hawk advised that design plans are complete for CTH E and one of the CTH N bridges and were bid this year. Two other CTH N bridges plans are completed and will be bid next year.

Winch inquired as to why all the parts from Advanced Auto, et al, were listed separately in the voucher listing. Caity Carmody explained that Finance had directed all departments to enter each individual invoice separately versus from a statement at the end of the month and that created multiple vouchers for all the various parts that the mechanics order throughout the month. The committee indicated their preference that all these vouchers be grouped together on the voucher listing instead of listing them individually.

Motion to approve the removed portions of the consent agenda by L. Pliml and second by D. Polach. All in favor. Motion carried.

7. ATV Update

Hawk stated he is working with the Department of Transportation to get State Highway 73 bridge access. He has been instructed that the County's bridge ordinance would need to be updated to identify each individual bridge they would like the DOT to approve. There is an agenda item to discuss this further. The Town of Remington has requested additional signing in the Sandhill Wildlife Area to deter riders from traveling off the road into the Wildlife Area. They also have concerns about anticipated damage to Ball Rd by ATV/UTV users and inquired as to whether or not the County would be willing to provide assistance should the road need repairs. Hawk advised them that he could not confirm that assistance would be available, but that he would address it with the committee if needed.

Schooley stated that staff are still working at getting the different park areas and facilities up and going for the season, and therefore have not had time to finish the new ATV sites. They intend to have them finished by Memorial Day weekend.

Schubert stated he would be putting in an order for trail signs. The application submitted for the trail development will likely have some cost estimate changes before the DNR reviews them in August.

Supervisor Clendenning inquired if townships have to get permission from the Highway Department to open some roads. Hawk stated that they only need permission if it is on a county road. An exception to that would be if it is within village or town limits and under 35 miles per hour posted speed limit.

At this time the Committee addressed item 9.a. MSA proposal for Powers Bluff Development Project fundraising assistance.

8. HIGHWAY

a. Driveway Access Policy – Update/Exemptions (Public Request to address HIRC)

Hawk explained that the current driveway/access policy only allows one driveway on a parcel regardless of the type of use. Jill Snyder and her husband recently purchased a property on CTH K that adjoins an Amish cemetery and shares an

access to the cemetery. Snyder has a large truck that they need to pull straight into the property, but the driveway is an S shape. Under the current policy, they would need to have their driveway come off the town road, which would create a 300' or more driveway. They would also violate the current spacing requirement because if they created a separate driveway, it would be less than 200' from the current one. Hawk stated his staff are working to revise the current driveway/access policy, but he believes this situation would benefit from an exemption to the current policy given the circumstances. Pliml asked if there are any safety concerns with the proposed driveway access. Hawk stated no, he does not believe there are.

Motion to allow the Highway Commissioner to grant approval for the driveway request made by Jill Snyder made by L. Pliml and seconded by M. Hokamp. All in favor. Motion carried.

b. High Capacity Brine Facility 2018-2019 Report

Hawk stated the current pay back should be about 11 years as compared to the original 15 years based on the rate of return. The Highway Department produced about 400,000 gallons of brine this year. The DOT uses about half of that. If more brine is sold to municipalities in the future, the pay back will go down.

- c. CTH V Cold in Place Recycling Bid
- d. CTH D Cold in Place Recycling Bid
- e. CTH E Bridge Bid
- f. CTH N Bridge Bid

Motion to approve the low bids for agenda items 8.c-f. made by L. Pliml and seconded by D. Polach. All in favor. Motion carried.

- g. CTH U Projects
 - a. STH 54 – South Biron Dr

Hawk stated the DOT approved the submitted change order request. He has not heard back from Nine Dragons regarding the additional costs. The Village of Biron will be addressing the contract to take over the maintenance of the storm water system in exchange for the County forgiving the \$6,800 debt they owed at their next meeting on May 13. Hawk anticipates it being approved.

- b. Bridgewater/Classic Development

Hawk stated this road development should be paved and opened by the end of June. The county has to accept the right of way and road before the project can be finalized. He informed the developer that he preferred a warranty deed documenting new right of way for CTH U and referred the developer to contact Corporation Council for verification.

- h. Seasonal Weight Restrictions

Seasonal weight restrictions have been lifted.

- i. **Joint Resolution regarding Seasonal Weight Restriction Fines**
Hawk explained that through talking with Corporation Counsel, the DOT, and the County Clerk of Courts, it was discovered that while there exists a statute saying that 100% of citation fees paid on a county ordinance violation to be returned to the county, there also exists a statute requiring that all citation fees be paid through the Wisconsin Circuit Court Access Portal (CCAP) and that there is no mechanism at the state level to track which of those fees should be returned to the counties. Therefore, they are presenting the joint resolution to direct the state to correct this loophole and ensure that fees are returned to the counties as prescribed in statute. The resolution will be forwarded to the Wisconsin Counties Association and the Wisconsin County Highway Association.

Motion to approve the Joint Resolution regarding Seasonal Weight Restriction Fines made by L. Pliml and seconded by D. Polach. All in favor. Motion carried.

- j. **Ordinance 403 revision - ATV/UTV Crossing of STH 73 Bridge**

Hawk stated that this is a revision to our current Ordinance 403 regarding ATV/UTV crossing of bridges. The DOT is requiring the county to list the specific bridges they would like approved at the state level in their ordinance. This does not open those bridges for ATV/UTV traffic but rather indicates that the county is in support of opening those bridges. No bridges listed in the revised ordinance would be open to ATV/UTV traffic unless approved by the state DOT and signed accordingly.

Motion to approve the Ordinance 403 revision regarding ATV/UTV Crossing of bridges made by L. Pliml and seconded by M. Hokamp. All in favor. Motion carried.

- k. **Winter Maintenance Budget & Short Term Loan Plan for Salt Shed**

Hawk stated he anticipates being \$350,000 short in the Winter Maintenance budget by December 2019. Since there are no contingency fund monies available to the Highway Department to cover this shortfall as those funds were used on other county projects, he plans to transfer money out of the Machinery Fund that had been slated for the construction of a salt shed in Marshfield this year to cover a portion of the deficit and some funds from the Maintenance Budget as well. The salt shed is still a high priority for the Highway Department; however, as there was significant shortages in salt in Marshfield and they had to direct municipalities to go to Wisconsin Rapids to purchase salt, which caused significant burden on the municipalities. Therefore, he would like to utilize a short-term loan for the construction of the salt shed. The Highway Department would also do some of the construction work themselves to help cover the costs. Pliml stated he would like to know how the need for the salt shed compares to the other county needs that would be addressed through borrowing. Supervisor Machon stated he was unsure what the other capital improvement needs would be for next year. Fischer asked Hawk if he could find the money within his own budget to build the shed without going to borrowing. Hawk stated that if a short-term loan was not approved, they would delay the construction of a few smaller bridges until next year to build the shed. Fischer stated he would like to wait to see how things shake out in the months to come before approving the short-term

loan. Hawk stated he would need to order the materials for the shed by June 30th if construction were to start this year.

Hawk informed the committee that approximately 25% of the county's salt is sold to municipalities and the county should add a fee to that salt sold to municipalities to help cover the cost of salt storage facilities. Highway has developed a fee to be added to salt purchases for next winter. This fee is designed to cover a portion of the maintenance and construction of salt storage facilities.

9. PARKS:

- a. MSA proposal for Powers Bluff Development Project fundraising assistance

Schooley referenced the summary plan in the packet for MSA fundraising assistance. The purpose of the plan is to come up with site renderings and plans to use for marketing for the Powers Bluff Development Project. Raine Gardner from MSA was present to discuss the plan further with the committee. Schooley stated he believes the plan is necessary to get the groundwork completed for fundraising efforts. Their proposal breaks the process down into multiple sections. It is possible to just do one or two sections at a time and decide then if the committee would like the Parks and Forestry Department to continue. Schooley stated he thought this would be a good use for the \$27,500 the department typically receives from Ho Chunk funding. Schooley stated it is his preference to at least do the concept development and discovery phases of their proposal this year.

Motion to approve up to and not exceeding \$27,500 of allocated Ho Chunk funding to go towards the MSA planning project with committee approval required for specific draws on that amount made by L. Pliml and seconded by D. Polach.

Hokamp stated she cannot vote in favor of the motion because she believes Schooley should be allowed to decide how he wants to utilize these funds.

Ayes: Fischer, Polach, Pliml. Nays: Winch, Hokamp. Motion carried.

- b. South Wood County Park accessible playground community project

Schooley stated that about a year ago, Pam Ironside approached the committee with an improvement list for South Wood County Park that she would be interested in cooperating on. Schooley had told her he would need to see what the long-range plan for the park would develop as. Since the long-range plan has now been completed, Schooley has discussed with Ironside the desires of the public. It was determined that they should focus on playground improvements at White Sands Beach. Sarah Salewski with Wood County Health Department is also interested in helping with this development. It is not a line item in the budget but the goal would be to fundraise and get grants for the improvements.

- c. Resolution: Development & Maintenance of new snowmobile trails grant application.
d. Resolution: Development & Maintenance of new ATV trails grant application.

Motion to approve both resolutions under agenda items 9.c-d. by L. Pliml and seconded by D. Polach. All in favor. Motion carried.

- e. Parks Revenue Report – **Motion to approve the Parks Revenue Report by L. Pliml and seconded by M. Hokamp. All in favor. Motion carried.**
- f. Forestry Revenue Report - **Motion to approve the Forestry Revenue Report by W. Winch and seconded by L. Pliml. All in favor. Motion carried.**
- g. Wood County Forest Emerald Ash Borer discussion

Schubert stated that there was a confirmed sighting of Emerald Ash Borer on Wood County Forest land. The DNR Plant Pest Disease Specialist, Alexandra Feltmeyer, confirmed the sighting and recommended cutting as much ash as possible on Wood County lands before the pest spreads and causes more damage. Schubert stated the damage would be more evident in a park than in the forest lands because the forest lands have relatively low concentrations of ash as compared to the parks. Schooley stated that any management decisions made, if Powers Bluff was infested, would be brought to the HIRC, and would involve other interested parties in order to come up with a sound plan for the park.

10. Future Agenda Items.

11. Set next regular meeting date: Thursday, June 6, 2019 at the Wood County Highway Department, 555 17th Ave N, WI Rapids, WI 54495.

12. Fischer declared the meeting adjourned at 10:27 AM.

Signed electronically by, Secretary Marion Hokamp

Marion Hokamp

Minutes taken by Caitlin Carmody, Highway Accounting Technician