

MINUTES OF THE HIGHWAY INFRASTRUCTURE & RECREATION COMMITTEE

DAY & DATE: April 1, 2015
PLACE: Wood County Highway Department, 555 17th Avenue
North, Wisconsin Rapids, WI 54495
MEETING TIME: 8:00 AM
ADJOURNMENT TIME: 11:07 AM
MEMBERS PRESENT: Chairman Allen Breu, Vice-Chairman Trent Miner,
Secretary Dennis Polach, Member Marion Hokamp, and
Member William Winch
OTHERS PRESENT: Park and Forestry Director Chad Schooley, Forest
Administrator Fritz Schubert, County Board Chairman
Lance Pliml, Highway Commissioner Douglas Passineau,
Accounting Supervisor John Peckham, and Accounting
Technician PaNyia Yang

1. Call meeting to order. Chairman Allen Breu called the meeting to order at 8:00 am. The meeting has been properly posted.
2. Public comments: None.
3. Approve minutes of the March 05 & March 17, 2015 Highway Infrastructure & Recreation Committee meetings and January 17, 2015 Wood County Wildlife Area Committee Meeting.

Moved by Polach, seconded by Miner to approve the above-mentioned minutes with an amendment to Item #23 in the March 5, 2015 minutes in regards to do the next regularly scheduled meeting. Instead of Thursday, April 2, 2015, it was moved to Wednesday, April 1, 2015. Motion carried unanimously.

PARKS

4. Parks Construction Supervisor Report was reviewed (see attached report).

There are two LTE positions that need to be filled as well as the Camp Ranger position.

Moved by Miner, seconded by Hokamp to approve the Parks Construction Supervisor's report. Motion carried unanimously.

5. Office Supervisor report.

Moved by Miner, seconded by Polach to approve the Office Supervisor's report. Motion carried unanimously.

6. Park and Forestry Director report.

- a. "Discover Wisconsin" funding resolution.

Moved by Miner, seconded by Hokamp to approve and sign the "Discover Wisconsin" funding resolution and forward to County Board for their approval. Motion carried unanimously.

- b. Special Use Permits

- ❖ June 26-27, 2015, South Wood County Park, SWC YMCA triathlon set up and event.
- ❖ August 14, 2015, Dexter Park, Jeremiah's Crossing, Inc. fundraiser/car show.
- ❖ June 6, 2015, Red Sands Beach Pavilion, Kiwanas Club Summer Event.

Moved by Miner, seconded by Polach to approve the above-mentioned Special Use Permits. Motion carried unanimously.

Moved by Miner, seconded by Hokamp to approve the Park and Forestry Director's report. Motion carried unanimously.

FORESTRY

7. The Forest Administrator Report was reviewed.

- a. Item a. – Timber Sale Update.

F. Schubert stated that once the seasonal weight limits are lifted, they should begin to see more revenue come in. Overall, they are doing really well. They are very close to their budgeted revenue amount.

- b. Schubert presented three areas of concerns that probably will impact the Department because of Governor Scott Walker's proposed 2015-2017 biennial budget. Schubert passed out three separate packets from the areas of concerns that the Wisconsin County Forests Association (WCFA) have presented to Wisconsin's Joint Committee on Finance. The three areas of concerns are as follow:

1. The County Forest Administration Grant has been eliminated.
2. An increase to the PILT/Acreage Share Payments to Towns with County Forest Lands was not considered in the budget.

3. A halt has been put to any additional borrowing for the Knowles-Nelson Stewardship Program.

Shubert would like to draft resolutions for each category stating that the grant and program be reinstated and to support an increase to the PILT Acreage Share Payments. T. Miner is supportive of the County Forest Administration Grant and an increase to the PILT/Acreage Share Payments. Miner directed Shubert to draft resolutions for those two and bring them to next month's meeting for discussion.

Moved by Miner, seconded by Hokamp to approve the Forest Administrator Report. Motion carried unanimously.

8. Correspondence

- a. The World Water Ski Show Tournament has been set to take place in Wisconsin Rapids from Sept. 9 through to Sept. 11 of 2016.
- b. L. Pliml and B. Winch attended an information meeting about looking into dredging a portion of Nepco Lake. A map was handed out to show which portion would be dredged.
- c. C. Schooley received a Thank You letter from Dan Hobbs from Multi-Metro Deer Management for allowing them to harvest deer on Wood County land.
- d. There were no claims for the month of March.

9. Approve payment of bills.

Moved by Miner, seconded by Winch to approve the payment of bills. Motion carried unanimously.

10. Revenue Report was reviewed.

Moved by Miner, seconded by Polach to approve the Revenue Report. Motion carried unanimously.

The Committee took a break at 9:07 am resuming at 9:15 am.

HIGHWAY

11. Discuss electronic timecards / RT Vision.

Information Technology Director Amy Kaup has been working with RT Vision, a software engineering organization, to help the Highway Department switch over

to an automated time card system. They'll be able to track employees' work hours, machinery, and materials much more accurately and efficiently as well as knowing real-time what certain projects costs so far. Because it has been a push for all departments to go paperless, this particular software will work best for the Highway Department and their needs.

12. Discuss records and reports administrative fee on municipal invoices.

Highway Accounting Supervisor John Peckham joined this portion of the meeting. He explained that due to an adjustment that was made last year to accounts receivable, it caused a deficit in their State and Local Fund account. In order to recoup those costs, the department has decided to put a 2% administrative fee on their invoices.

Moved by Polach, seconded by Hokamp to approve the 2% administrative fee on municipal invoices. Motion carried unanimously.

13. Discuss 2015-2016 BIA Roads.

D. Passineau attended a BIA meeting in Bowler, WI about future funding and highway safety.

14. Discuss 2016 Debt Service.

The department has started their debt service by hauling gravel and stockpiling it. They have been putting in culvert pipes as well. Finance Director Mike Martin wanted them to put a list of projects together for 2016, so D. Passineau presented a tentative projects list to the Committee.

Moved by Miner, seconded by Hokamp to approve the tentative 2016 Debt Service projects list and forward to the Executive Committee for their approval. Motion carried unanimously.

15. Discuss weight limit negotiation on CTH D with Enbridge.

Enbridge has installed certain pipelines in the vicinity of the County. As part of their ongoing operations to access a specific site or sites along its pipeline easements and right-of-ways, they would like the Department to allow them to have access to six-tenths of a mile on CTH D from STH 73 to Ruesch Road for two weeks during the seasonal weight restrictions. There is a contract in place.

16. Discuss and possibly act on Auburndale shop salt supply.

There's about 431 tons of salt left in the salt shed up at the Auburndale site, which is worth approximately \$34,000. The Village of Auburndale would like to purchase the salt but wanted to make four (4) annual payments. The Committee,

however, rejected the idea. Therefore, if the Village of Auburndale still does not want to purchase the salt in one lump-sum, the department will have to haul the salt out of the shed. On another note, the department still has to make a payment to the DOT for the salt shed.

Moved by Miner, seconded by Hokamp to have the Highway Department move forward with making payment to the DOT for the salt shed. Motion carried unanimously.

17. Discuss vision triangles on intersection of V & H.

D. Passineau has been looking for vision corners around the County and the Committee would like Passineau to pursue with any he sees as visibility concerns.

18. Discuss sale of Auburndale shop.

The Auburndale Shop has been officially sold to the Town and Village of Auburndale. Payment has been received and all utilities have been cancelled.

19. Discuss IOH permitting.

D. Passineau mentioned they have received quite a bit of permits. They have denied many but approved some as well. It has been confusing, but they are learning along the way.

20. Frac Sand Update

D. Passineau will be talking to Tom Giordani about funding for upcoming work on haul roads. All frac sand companies have been making their payments as well.

21. Current Projects Update – Discussed.

22. Approve payment of bills.

Moved by Miner, seconded by Polach to approve the payment of bills. Motion carried unanimously.

23. Accounting Supervisor's Report was reviewed.

Moved by Miner, seconded by Hokamp to approve the Accounting Supervisor's report. Motion carried unanimously.

24. Correspondence

D. Passineau mentioned that the Department will be upgrading the fuel system at the Wisconsin Rapids site. They received a couple of rough estimates from a vendor, but the Committee would like to see what other vendors have as well.

There was a consensus by the Committee to advertise for quotes and to bring this item back for discussion in next month's meeting.

25. Next meeting date: May 07, 2015 at the Wood County Courthouse, Room 115.

26. Motion to adjourn.

Moved by Miner, seconded by Winch to adjourn at 11:07 am. Motion carried unanimously.

Dennis Polach

Dennis Polach, Secretary

Minutes taken by PaNyia Yang, Highway Department Accounting Technician
(Reports attached below)