

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

DAY & DATE: Thursday, July 5, 2018
PLACE: Dexter County Park Shelter Building, 3715 State Hwy 80,
Pittsville, WI 54466
MEETING TIME: 8:00 A.M.
ADJOURNMENT TIME: 10:59 A.M.
MEMBERS PRESENT: Chairman Adam Fischer, Supervisor William Winch,
Supervisor Marion Hokamp, Supervisor Lance Pliml,
Supervisor Dennis Polach
EXCUSED: None.
OTHERS PRESENT: Chad Schooley, Director of Parks and Forestry Department;
Fritz Schubert, Forest Administrator; Douglas Passineau,
Highway Commissioner; Roland Hawk, Highway
Engineer; Caitlin Carmody, Highway Accounting
Technician; David Tiffany, Mid-Wisconsin Disc Golf
Association; Jacob Ford, Mid-Wisconsin Disc Golf
Association

1. Call meeting to order. Meeting called to order by Supervisor Fischer at 8:00 AM.
2. Fischer declared a quorum.
3. Public comments. None.
4. Correspondence. None.
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 by L. Pliml and seconded by W. Winch. All in favor. Motion carried.

Supervisor Winch requested to pull the vouchers for review.

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

Winch requested information on a variety of voucher listings for both the Highway and P&F departments. Commissioner Passineau and Director Schooley provided information as requested.

7. ATV Update

Roland Hawk provided the committee with an update on the ATV committee's latest meeting. He stated there was quite a bit of discussion on identifying primary and secondary destinations as well as those ATVing opportunities which would be easy to implement in the county in a short time frame. Hawk has obtained copies of the surrounding counties' ATV ordinances. Planning and Zoning has been working on plans to connect some trail routes. Fritz Schubert stated that he has been working on identifying roads on County Forest land that could be opened for ATV use. They had received Geographic Information System (GIS) data from the Wisconsin Department of Natural

Resources that has been turned over to Planning and Zoning for review. Many of their roads are maintained for winter use only but there are some that are open year round as well.

Hawk stated their latest goal is to have identified the opportunities they can move on quickly as well as get cost estimates for signing. He had a good conversation with the director for Clark County who helped him identify some potential problems to be cognizant of prior to implementation.

Winch inquired about plans to open a portion of property at Dexter Park to be available for ATV parking. He stated it was determined in the past that the department would do this immediately. Schooley indicated that would be part of their determination of ATV opportunities within the park as a whole.

Hawk advised that the Town of Remington has been working with the Sandhill Wildlife Area regarding Ball Road (which the Wildlife Area staff maintain in the winter time) to determine its potential as an ATV route. If the Sandhill Wildlife Area were to allow ATV use on this road, they may have to alter their management plan. Additionally, Planning and Zoning staff are working with the Ho Chunk Nation and other outside sources to help with implementation of a larger ATV plan. If any trails were to be opened for multi-use recreation, the State has standards in place for how those areas should be developed.

At this time, the committee skipped to item 9a. since members from the Mid Wisconsin Disc Golf Association were present to discuss it. They then returned to the regular agenda.

8. HIGHWAY

a. County Highway Improvement Project – County Highway Y Bids

Hawk advised that the Highway Department had budgeted \$775,000 for the project originally with \$250,000 being reimbursed through the County Highway Improvement - Discretionary (CHI – D) program. They received one bid from Trierweiler Construction and Supply Co., Inc. for \$911,157.20. Hawk believed this could be negotiated down a bit, with the committee's permission.

Motion to approve the bid for the County Highway Y Project made by L. Pliml and seconded by M. Hokamp. All in favor. Motion carried.

b. Personnel

Passineau advised that there are two truck operator positions currently vacant. Nancy Levy was hired as the new Administrative Assistant.

There was a JDQ approved by Carlson Dettman for the Highway Department. Fischer provided a history of the JDQ process from the last year. The JDQ that had been submitted was submitted by July 1, 2017. Human Resources had been told by the Executive Committee to put them on hold while the market review was completed for the entire wage scale. This spring, Human Resources received the final recommendation for the wage scale and the JDQ process was started up again. They just received approval for the JDQ this summer with the recommendation that it be effective as of January 1, 2019. Fischer stated that given the history of the process, he would like to see it retroactively approved to January 1, 2018.

Motion to approve the increase in wages retroactively to January 1, 2018 for the employee under the oversight of the Highway Infrastructure and Recreation Committee and to forward such approval to the Executive Committee to honor made by A. Fischer and seconded by L. Pliml. All in favor. Motion carried.

Hawk stated that today is Commissioner Passineau's final day with the county following 40 years of service to the Highway Department. The members of the committee expressed thanks to Passineau for his service.

c. Disabled Air Compressor

Passineau stated that one of the air compressors broke down. The estimate to repair was over \$5,000 whereas a new air compressor would cost \$12,000. He stated it was the Highway Department's intention to replace the air compressor and adjust for it in their capital improvement budget.

d. Office Floor Cleanup

Passineau stated there was additional asbestos clean up needed in the replacement of the office carpeting that amounted to around \$3,500. There is only one room remaining in the building that has the old tiling in it and that has fairly new carpeting on top.

e. State Funding for Sign Truck

Passineau stated the agenda item title is misleading as the sign truck is being funded entirely by the County through the Department's capital improvement budget. However, the Department will be purchasing the sign truck off of the State's approved vendor listing instead of through a quote process. The estimate came in significantly over the original estimate. Passineau stated we have the funding for it and if needed, will adjust the capital improvement list to compensate for the additional expense.

Motion to approve the purchase of the sign truck off of the State of Wisconsin's approved vendor list while staying within the 2018 capital improvement project budget made by L. Pliml and seconded by W. Winch. All in favor. Motion carried.

f. Pittsville Shop

Fischer stated he had been contacted by Tom Gardner of Hay Creek Pallets regarding the quote he had submitted in June for the sale of the Pittsville shop. Gardner wished to negotiate with the County on that. Passineau stated there have been more interested parties contacting the Highway Department for information on the sale. At least one has had the quoting documents sent to them. Fischer stated most recent amount Gardner had offered was \$90,000 for all three lots with a 20 year leasing option for the salt shed buildings at \$150 per month.

The committee discussed the process of the negotiating with the highest bidder.

Motion to allow the Highway Infrastructure and Recreation Committee Chair and the Highway Commissioner to continue negotiating with the previous highest bidder and to rescind the current bid process contingent upon the advice of Corporation Counsel made by L. Pliml and seconded by A. Fischer. All in favor. Motion carried.

Committee took a break at 9:34 AM and resumed at 9:42 AM.

9. PARKS & FORESTRY:

a. 2017 Annual Report

Schooley stated he would like to present his annual report to the County Board at the July meeting if it so pleased the committee. The committee agreed that yes, he should present it.

Pliml asked if there were any trends present in the report for us to work on. Schooley stated that he noticed shelter reservations had a dip last year. The survey completed by the department had indicated day users would like to see improvements in the shelters and additional shelter options. He stated camping also has room for improvement. He stated that some places have higher rates for “premier” sites like waterfront sites. Additionally, he would like to pursue a better reservation system and perhaps offer off-peak season pricing for camping. Fischer recommended doing more marketing of the parks and shelters, but stated he didn’t know where funding for that would come from.

b. Discussion regarding Dave Tiffany / North Park Disc Golf Course

David Tiffany and Jacob Ford were present to represent the Mid Wisconsin Disc Golf Association. They gave an overview of the history of the North Park Disc Golf Course, which they have helped to develop and maintain. The baskets on the course are 26 years old and due for replacement. It is estimated around \$6,000 to replace all 18 baskets. Some of the costs will be covered by \$350 sponsors and some can be covered by selling the old baskets. In addition, there may be discounts for buying them in bulk.

Tiffany also reminded the committee of a plan to pave the parking lot connected to the course. A paved parking lot with 43 spaces was estimated between \$25,000 and \$30,000. Schooley informed the committee that it was not listed as a capital improvement project for this year.

Implementing a user fee for the disc golf courses in the county parks was discussed. Schooley stated that both Marathon and Portage Counties have user fees for their courses and charge about \$4 per person daily, \$30 annually, and offer a \$50 family annual fee. There were concerns about how it would be enforced. Schooley stated the current staff would patrol the courses just like they do now and are able to enforce the rules.

Motion to move forward with the basket replacement project with the County providing funding not to exceed \$1400 and to pursue a policy for implementation of a user fee system for the county disc golf courses by L. Pliml and seconded by M. Hokamp. All in favor. Motion carried.

c. Timber Bid Results (Rebid) and Award Contracts

F. Schubert stated they did receive two bids for the previously unbid timber sales.

Motion to award the timber sale contracts to the highest bidders made by W. Winch and seconded by L. Pliml. All in favor. Motion carried.

10. Future Agenda Items. None.

11. Set next regular meeting date: August 2, 2018 at Nepco County Park, 1410 Griffith Avenue, Wisconsin Rapids, WI 54494

12. Tour of Dexter County Park. Pliml and Hokamp were excused at this time and attending the tour were: Schooley, Fischer, Polach, and Winch.

13. Fischer declared the meeting adjourned at 10:59 AM.

Signed electronically by, Secretary Marion Hokamp

Marion Hokamp

Minutes taken by Caitlin Carmody, Highway Accounting Technician.