

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

DAY & DATE: Thursday, September 07, 2017
PLACE: Wood County Highway Department, 555 17th Ave North,
Wisconsin Rapids, WI 54495
MEETING TIME: 8:00 AM
ADJOURNMENT TIME: 12:00 PM
MEMBERS PRESENT: Chairman Al Breu, Supervisor Marion Hokamp, Supervisor
David LaFontaine, Supervisor William Winch, Supervisor
Joseph Zurfluh
EXCUSED:
OTHERS PRESENT: Dennis Polach, Wood County Board Supervisor; Bill
Clendenning, Wood County Board Supervisor; Chad
Schooley, Parks & Forestry Director; Fritz Schubert, Forest
Administrator; Douglas Passineau, Highway
Commissioner; John Peckham, Highway Accounting
Supervisor; Sandra Green, Parks & Forestry Office
Supervisor; Wood County Board Chairperson Lance Pliml;
Pam Ironside, Wazeecha Inclusion Project, Bernie
Karaliunas, Highway Patrol Superintendent

1. Call meeting to order.
2. Public comments. Pam Ironside from the Wazeecha Inclusion Project is presenting a proposal to build and provide various styles of playground equipment as well as improvements and small changes to the walking trails on Lake Wazeecha for disabled persons. These changes would make the playground and walking trails more appealing, accessible and family friendly to persons with disabilities as well as the elderly. Other ideas include a dog park; adding senior fitness apparatus for mobility limited. Chad Schooley stated Ms. Ironside has a lot of good ideas and this would be a good time to possibly include these items in our 5-year long range plan for the parks department. C. Schooley states the department will need to prioritize and make sure it fits into our overall plan for the park. B. Clendenning said Ms. Ironside should look into getting onto the Grand Rapids town Board agenda to bring this forward as well. Ms. Ironside has a lot of interest and volunteers available to assist with donations as well as volunteer help. It will not be a complete "Wood County" project, but a community project where all donate time, money and support. This is about taking what we have and making it better as well as ensuring it will be safe for everyone that visits the parks. Ms. Ironside is always looking for more volunteers as well as monetary donations to support this project.

Bill Winch speaking about an access road at North Wood County Park that has been closed for the past several years. He questioned why this has been closed off, and circulated pictures for the committee to review. C. Schooley explained why this road was blocked off.

Bill Clendenning just wanted this information to be on record as he received verbal and one written complaint about the bathroom remodel project at Shady Rest. The remodel of this bathroom has been going on since the middle of May. C. Schooley stated Shady Rest is one of our vault toilets on the north side of Lake Wazeecha. The remodeling includes new fixtures, partitions, roof, etc. The person working on this project is our

“all parks” maintenance worker, so he is not solely working on this project every day as he has other responsibilities to attend to at all of our other parks. The tile will be complete this week and then the doors will be replaced shortly after, to complete this project. This bathroom stays open year round for the walk trail users.

3. Approve minutes of the August 3, 2017 and August 7, 2017 Highway, Infrastructure, and Recreation Committee meeting(s), as well as the July 11, 2017 Wood County State Wildlife Area Advisory Committee meeting minutes.

Motion to approve the minutes of the August 3, 2017 HIRC minutes by J. Zurfluh and second by M. Hokamp. Motion carried.

Motion to approve the minutes of the July 11, 2017 Wildlife Area Advisory Committee meeting minutes by D. LaFontaine and second by B. Winch. Motion carried.

PARKS:

4. Parks Construction Supervisor report.
 - a. Current projects update.
 - b. Employee matters. Concerns and questions were addressed regarding the TimeStar time keeping system.

Motion to approve the Parks Construction Supervisor report by B. Winch and second by D. LaFontaine. Motion carried.

5. Office Supervisor report.
 - a. Snowmobile/ATV Reports
 - b. Office Update
 - c. Photo Contest. Notification regarding voting of photos next month.

Motion to approve the Office Supervisor report by J. Zurfluh, second by M. Hokamp. Motion carried.

6. Parks and Forestry Director report.
 - a. Schedule Annual Tour with HIRC. Hold until D. Passineau comes into the meeting. The date will be October 5, 2017, and will follow the normal October HIRC meeting. The location will be at the Dexter Shop with the tour continuing from there. A more inclusive agenda of the tour will be sent out to all members. HIRC meeting will begin at 8:00 am.
 - b. 2018 Parks and Forestry Budget. Summary sheets are included in the packet. C. Schooley explained that the current draft has all Capital Outlay items being funded from the non-lapsing P&F Capital Projects Fund. The Executive Committee has included \$140,000 of that total in their resolution for CIP borrowing for the county. C. Schooley also handed out additional supplemental information which highlights the parks department operating tax levy coming in at a 0% increase from 2017 to 2018, which is not the case for most other departments. It was also noted that the Parks and Forestry Department's budgeted tax levy for 2016 and 2017 were 1.93% and 1.77%, respectively, of the total Wood County tax levy. Supervisor Winch requested to add a note on the calendar to review the Wood County Parks and Forestry Department and State Wildlife area agreement, every 5 years.

Motion to approve the 2018 Parks & Forestry Budget by LaFontaine and second by J. Zurfluh. Motion carried.

- c. Parks Ordinance Revisions. No further revisions. Next step, forward to Peter Kastenholz to bring to the oversight committee for approval.

Motion to approve the Parks Ordinance revisions and forward to Peter Kastenholz in Corporate Counsel for the oversight committee by D. LaFontaine and second by M. Hokamp. Motion carried.

- d. Unanticipated Revenues Resolution. The parks department would like to use these revenues to fill shortfalls over the years as well as work on specific projects.

Motion to approve the Unanticipated Revenues Resolution by J. Zurfluh and second by D. LaFontaine. Motion carried.

- e. Special Use Permits
 - 1) Arpin Volunteer Fire Department doing a fundraiser at Powers Bluff which is an annual event being held on October 19, 2017. They are requesting a fee waiver for the set-up the night before which is a \$75.
 - 2) Port Lions Fisheree being held on January 28, 2018. Set up would be the 27th at the Nepco shelter.

Motion to approve the Special Use permits by D. LaFontaine and second by B. Winch. Motion carried.

Motion to approve the Parks & Forestry Supervisor report by M. Hokamp and second by J. Zurfluh. Motion carried.

FORESTRY:

- 7. Forest Administrator report.
 - a. Timber Sale Update. Ground conditions have improved. Has been in contact with the loggers to move into the areas and begin work before everything gets too wet.
 - b. Forestry Ordinance Revisions.

Motion to approve the Forestry Ordinance revisions and refer to Peter Kastenholz Corporate Counsel for the oversight committee by J. Zurfluh and second by M. Hokamp. Motion carried.

Motion to approve the Forest Administrator report by D. LaFontaine and second by J. Zurfluh. Motion carried.

- 8. Correspondence. None.
- 9. Approve payment of bills.

Motion to approve payment of bills by D. LaFontaine and second by J. Zurfluh. Motion carried.

10. Revenue report.

**Motion to approve the revenue report by J. Zurfluh and second by D. LaFontaine.
Motion carried.**

HIGHWAY:

11. Driveway Permit Variance Request on CTH Z (James Koehntopp). Mr. Koehntopp who resides at 3931 Downing Street, Town of Grand Rapids is hereby requesting a variance of the Wood County driveway policy, leading to the issuance of driveway permit. D. Passineau stated that if you have a driveway in Wood County that is the driveway you are instructed to use and that is a county policy. Extensive discussion took place regarding the consideration of approval. Since the original request for the driveway was denied years ago and Mr. Koehntopp went ahead and put the building on the property anyway is cause for concern and some of the committee members do not feel that was the right thing to do and the request should be denied. Others feel approving the permit will not cause a hardship to other landowners and each request should be considered separately.

Motion to approve the driveway permit variance request introduced by James Koehntopp by B. Winch and second by D. LaFontaine. Discussion. Zurfluh and Breu opposed. Motion carried. B. Winch, D. LaFontaine and M. Hokamp are in favor. Opposing are J. Zurfluh and A. Breu because they feel that procedure wasn't followed. He was denied twice previously and built anyway.

12. Final Budget Review. J. Peckham states nothing has changed in the figures since the packet was handed out last time. Discussed.

**Motion to approve the Highway budget by D. LaFontaine and second by J. Zurfluh.
Motion carried.**

13. Capital Projects Funding. Discussed.

14. Pittsville Shop Survey Costs. This will be about a \$3500 cost as the shop will be discontinued and therefore will be sold at a later date (the shop only, not the salt shed)

Motion to move forward with this survey for the Pittsville Highway shop by M. Hokamp and second by D. LaFontaine. Motion carried.

15. Discuss Bridge Leadman's Truck. This is in next year's budget and Doug would like to move to this year's budget. This would be an amendment of the Capital Improvement program.

Motion to move monies into this year's budget by J. Zurfluh and second by D. LaFontaine. Motion carried.

16. Resolution authorization of issuance of \$1M general obligation promissory notes.

Motion to approve resolution to authorize \$1M in promissory notes by D. LaFontaine and second by M Hokamp. Motion carried. Opposing are J. Zurfluh and B. Winch as they do not agree with the borrowing and Joe thinks it should be co-sponsored by the Executive Committee.

Discussion included a suggestion to have two resolutions which would be co-sponsored through the Executive Committee. This will be brought forward to the Executive Committee and then to the October County Board for final approval.

17. Ordinance ATV Bridge Crossing.

Motion to approve the ordinance ATV Bridge crossing by D. LaFontaine and second by J. Zurfluh. Motion carried.

18. BIA Anticipated Co-ops (Bureau of Indian Affairs). Discussed.

19. Bridge replacement on CTH E, north of CTH N. County Trunk E bridge will be taken out of the Frac Sand monies and shouldn't be a large cost.

Motion to approve the engineering on the County Trunk E bridge by J. Zurfluh and second by M Hokamp. Motion carried.

20. Discuss Quad Axle Trucks. Bids will be taken at a later date.

21. CTH A Safety Improvement Project. Discussed.

22. Frac Sand update. Discussed.

23. Current projects update. Discussed.

24. Approve payment of bills. Discussed.

Motion to approve payment of bills by D. LaFontaine and second by J. Zurfluh. Motion carried.

25. Accounting Supervisor's Report.

Motion to approve the Accounting Supervisor's report by D. LaFontaine and second by M Hokamp. Motion carried.

26. Correspondence.

a. Friday, October, 20th is the fall Legislative breakfast at the Stevens Point Holiday Inn. The HIRC committee is invited to attend.

27. Next meeting date: October 5, 2017 at the Parks & Forestry Dexter Shelter in Pittsville at 8:00 am and will include the Annual HIRC tour.

28. Motion to adjourn.

Motion to adjourn by D. LaFontaine and second by J. Zurfluh. Motion carried.

Signed by, Secretary Marion Hokamp

Marion Hokamp

Minutes taken by Sandra Green, Parks & Forestry Office Supervisor