

MINUTES OF THE HIGHWAY INFRASTRUCTURE & RECREATION COMMITTEE

DAY & DATE: August 6, 2015
PLACE: Wood County Highway Department, 555 17th Avenue
North, Wisconsin Rapids, WI 54495
MEETING TIME: 8:00 AM
ADJOURNMENT TIME: 11:12 AM
MEMBERS PRESENT: Chairman Allen Breu, Vice-Chairman Trent Miner,
Secretary Dennis Polach, and Member William Winch
MEMBERS EXCUSED: Member Marion Hokamp
OTHERS PRESENT: Park and Forestry Office Supervisor Heather Gehrt, Forest
Administrator Fritz Schubert, Construction Supervisor
Dennis Quinnett, Highway Commissioner Douglas
Passineau, Highway Accounting Technician Caitlin
Carmody, Steve Grant from Wisconsin Department of
Natural Resources, Wood County Board Member Joe
Zurfluh, Wood County State Wildlife Area Advisory
Council Member Curt Pluke, George Bartels

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 July 02 & July 21, 2015 Highway Infrastructure & Recreation Committee meetings and April 27 and July 14, 2015 Wood County Area Wildlife Committee.

Moved by Polach, seconded by Winch to approve the minutes of the July 02 & July 21, 2015 Highway Infrastructure & Recreation Committee, and April 27 and July 14, 2015 Wood County Area Wildlife Committee meetings. Motion carried unanimously.

PARKS

4. Parks Construction Supervisor Report

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

5. Office Supervisor report.

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

6. Park and Forestry Director report.

- a. Presentation by Design Unlimited on Powers Bluff shelter building design. Unfortunately, Dan Helwig from Design Unlimited was unable to attend. Dennis Quinnel, Maintenance Supervisor for Parks and Forestry, presented the preliminary design for the shelter building. There was discussion on various features of the building. The committee would like to see the plans once they are further developed by Design Unlimited per their contract with the Park and Forestry Department.

b. 2016 Budget draft

A meeting has been determined for Tuesday, August 18th, 2015 at 8:00 am in room 317A of the Wood County Courthouse for the HIRC to approve the final Park and Forestry budget as well as the Highway Department budget.

c. Special Use Permits

- October 24, 2015, Anytime Fitness 5k race to benefit Boys and Girls Club, Red Sands Beach Pavilion and walk trail around Lake Wazeecha. 8:00am -3pm. Estimate of 500 participants.
- Request from Multi-Metro Deer Management to once again enter into an agreement for allowing bow hunters in parts of Nepco County Park and South Wood County Park.

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

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

FORESTRY

7. Forest Administrator Report

a. Timber Sale Update.

Weather is good right now for harvest and oak wilt restrictions are going to be lifted soon. However, the market is restricted at the moment for pine and oak.

b. Wood County Wildlife Area Committee Letter: Discussion and possible action.

There was discussion on the contract we have with the State for this Wildlife Area and what expense and revenue is derived from that. There is

no action required on this item as it is included in the Park and Forestry budget for 2016.

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

8. Correspondence

- In July, Park and Forestry had no losses or claims for insurance because staff are taking extra safety precautions.
- There was an article in the Pittsville Record regarding the developmental history of Dexter Park.
- Tonight at the Wisconsin Rapids public library there will be a presentation by Bob Birmingham, a former state archeologist, on the history of Powers Bluff.
- At the August 18th meeting, the committee should decide on a day for the HIRC Committee Park/Forestry/Highway tour.
- There is discussion that the Dexter draw-down will be scheduled for the beginning of October now.

9. Approve payment of bills.

Motion by Winch to require the Park and Forestry Department to buy necessary supplies for general maintenance within Wood County. No second to motion. Motion fails.

Staff should be encouraged to utilize local businesses when making purchases whenever possible.

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 9:22 am resuming at 9:36 am. Miner was excused from the remainder of the meeting.

HIGHWAY

11. Discuss equipment.

A new rubber tired wheel loader is currently out for bids and will be discussed at the September 3rd meeting. There was discussion on purchasing a screener for the asphalt plant in the future as we have seen a significant savings in using one ourselves instead of renting out the

service. We screened approximately 20,000 tons of recycle so far this year and got about a 90-95% yield off the product.

12. Review Traffic Maintenance Agreements (TMA's)

No discussion.

13. Review geogrid quotes for CTH H.

The Highway Department selected the least expensive bid for geogrid material. It is being installed on CTH H and will add extra stability to the road and prevent frost heaves.

14. Personnel Updates

The Highway Department currently has three open positions to fill.

15. Current Projects Update

The committee discussed the upcoming projects. There was a concern from the public about the "burn-out" activity that occurred in the Village of Arpin following the tractor pull this last weekend. The "burn-outs" did damage to the new road that the Highway Department just laid this summer there. The Commissioner will be writing a letter to the Village Board on the subject.

16. Approve payment of bills.

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

17. Accounting Supervisor's Report was reviewed.

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

18. Correspondence - None.

19. Next meeting date: **August 18th, 2015 at 8:00am at the Wood County Courthouse.**

20. Motion to adjourn.

Moved by Winch, seconded by Polach to adjourn at 11:12 am. Motion carried unanimously.

A handwritten signature in black ink, appearing to read "Dennis Polach". The signature is fluid and cursive, with the first name "Dennis" and last name "Polach" clearly distinguishable.

Dennis Polach, Secretary

Minutes taken by Caitlin Carmody, Highway Department Accounting Technician
(Reports attached below)