

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

**DAY & DATE:** Wednesday, October 2, 2019  
**PLACE:** Wood County Highway Department, 555 17<sup>th</sup> Ave N,  
Wisconsin Rapids, WI 54495  
**MEETING TIME:** 8:01 A.M.  
**ADJOURNMENT TIME:** 10:02 A.M.  
**MEMBERS PRESENT:** Chairman Adam Fischer, Supervisor William Winch,  
Supervisor Marion Hokamp, Supervisor Lance Pliml,  
Supervisor Dennis Polach  
**EXCUSED:** Not applicable.  
**OTHERS PRESENT:** Supervisor Bill Clendenning; Commissioner Roland Hawk,  
Highway; Caitlin Carmody, Highway Accounting  
Technician; Director Chad Schooley, Parks and Forestry;  
Forest Administrator Fritz Schubert, Parks and Forestry;  
Pete Winistorfer, Town of Rock; Dan Schmitt, MSA  
Professionals; Fred Lochner, MSA Professionals

1. Call meeting to order. Meeting called to order by Supervisor Fischer at 8:01 am.
2. Fischer declared a quorum.
3. Public comments. None.
4. Correspondence.

R. Hawk stated that the email that came out from Trent Miner regarding agenda changes was in part due to him trying to add the Low Boy Trailer Purchase item to the agenda on Thursday morning. He did not realize that changes could only be made by the Committee Chair at that point.

Hawk also stated that they hired MSA Professionals to help with the site plan for the Marshfield salt shed. There are some wetlands on the site and the DNR will need to do a site review. The application costs \$500 and he wondered if he needed committee approval. Fischer stated that since approval was given to go forth with the process that he did not think further approval from the committee was necessary.

5. **CONSENT AGENDA**
  - a. Approve minutes from previous committee meetings

A correction needs to be made to the September 5, 2019 minutes to reflect that Supervisor Al Breu was in attendance but did not sign the sign in sheet.

- b. Department Staff Reports
- c. Department Vouchers
- d. Department Revenue Reports

Winch requested to remove pages 4, 7, 12, and 23 for discussion.

**Motion to approve the consent agenda with the correction to the September 5, 2019 minutes and the removal of said pages by Winch by L. Pliml and seconded by M. Hokamp. All in favor. Motion carried.**

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

Page 4 – Winch inquired if Bill Clendenning did take back the Township letter discussed under item “a.” to the Towns Association as indicated, and if so, what came of it. Clendenning said he did take it back to the Towns Association and they are consulting on it still. Fischer stated he did get a call from a Town of Richfield supervisor to add it to the November HIRC agenda.

Winch also asked if the Parks Department also got the vehicle in that was addressed under item “c. Fleet Vehicle Replacement” as indicated in the minutes on page 4. Schooley stated yes, the vehicle came in and a check was cut for \$27,717.50 for that.

Page 7 – Winch asked if the Highway Department did spend down their machinery fund as indicated in paragraph one on that page. Hawk stated the budget was resolved with Finance department.

Page 12 – Winch inquired about CTH U projects listed under “Highway Projects”. Hawk stated he had an agenda item in this meeting to discuss those.

Page 23 – Winch pointed out the Menards charge and reminded Schooley that Menards is not in Wood County. He also stated that the South Park electric bill seemed high. Schooley stated he would look at it in comparison to previous years.

**Motion to approve the items pulled from the consent agenda made by L. Pliml and seconded by M. Hokamp. All in favor. Motion carried.**

*At this time and at the consent of the committee, Fischer moved to item 9.c. “MSA Presentation for Powers Bluff” and returned to the agenda following. Minutes for that section can be found in order.*

7. ATV Update

a. Town of Remington Communication Regarding Bridge Crossing and Resolution

Hawk stated that for the Yellow River Bridge crossing in STH 80, the Town of Remington had to include it in their ordinance and then forward it to the State. He believed they had their meeting the night prior and so he is confident that that portion will be open by the end of the month.

Also, Hawk mentioned that there was a fatality on Swiggum Ln in the Town of Seneca. Speed and alcohol were involved.

b. Additional Requested ATV County Highway Routes

Hawk stated there were three more route sections requested. They are listed as follows:

- CTH DD in the Town of Rudolph between STH 34 and CTH O.
- CTH Z in the Town of Saratoga between Hemminger Court and Patton Dr (1/4 mile)
- CTH V in the Town of Rock between Patton Dr to CTH N in Lindsey (1 mile)

He stated he has concerns about the one on CTH Z but that it would be a good test section because it is only a ¼ mile long. There is a wide shoulder on that portion.

**Motion to approve the three requested route sections made by L. Pliml and seconded by W. Winch. All in favor. Motion carried.**

Hawk stated he would like to utilize additional ATV funding that the Parks Department has to sign the additional route sections. Schooley stated he would like to use those funds on the original approved trail sections and that they would discuss the matter further.

Pliml stated he was at the Tourism, Business, and Economic Development meeting at the Nepco Shelter recently. There were many comments made by attendees as to how nice the shelter was. He stated he also received comments thanking the County for filling in the gaps in ATV usage in our area.

Hawk stated the Public Works Director from the City of Nekoosa has noticed some issues in the city cropping up due to the open routes. The City is working to address those issues with increased police presence. He stated that they are also having some issues with small ATVs not being clearly visible on the routes. Hawk stated that in the future, they may want to revise the ordinance to include some additional visibility features.

**8. HIGHWAY**

a. 2020 Construction Project Schedule

Hawk stated they over budgeted on the schedule but they do not anticipate all of the CTH U bill to come in in 2020. If they actually are running high, they won't do CTH Y project.

b. CTH U Project Update

a. STH 54 – S Biron Drive

All the right of way is acquired. They need to clear some trees that cannot be removed during the growing season because of the white nose bat syndrome concerns.

b. Bridgewater/Classic Development

They are in the jurisdictional transfer process for Portage County's portion now. Hawk gave the developers permission to work in the old right of way because the agreement says they will not be maintaining that portion anyway. The Village of Biron did approve the stormwater maintenance agreements.

c. National Association of County Engineers (NACE) 2020 Annual Meeting

Hawk requested permission to attend the out-of-state conference in Alabama in April of 2020. He stated he went to the conference when it was held in Wisconsin last year and it was an excellent conference. He believes a handful of commissioners from the area are planning to go and so they would like to work together to keep costs down.

Pliml stated they need the details of the cost, but that he is in favor of Hawk attending. Fischer stated he agreed and that Hawk should put it on the next agenda and bring the costs back.

d. North Central Region Legislative Breakfast – October 18, 2019, Stevens Point

Hawk stated he needed to know who would like to attend the legislative breakfast this year. Fischer stated they would need to approve the per diem for attendees, if the committee decided they wanted it.

**Motion to approve a per diem for committee members wishing to attend the North Central Region Legislative Breakfast on October 8, 2019 in Stevens Point made by L. Pliml and seconded by D. Polach. All in favor. Motion carried.**

e. Temporary Portable Rumble Strips Purchase

Hawk stated the Wisconsin Department of Transportation is now requiring rumble strips to be set up on a project on a State highway that lasts for more than two hours. They would need two arrays of the rumble strips (three each). Hawk believed the estimated price is \$18,000 to \$20,000. The Highway Department has a trailer they will refurbish to haul them. He stated he did not budget for them and the DOT is not providing any funds for them, but the department can charge them back at a very low rate per day.

f. Sale of Low Use Highway Properties

Hawk stated that two of the three parcels that the Department is selling are currently posted on the Wisconsin Online Surplus Auction site. The third is the one that needs the environmental review due to concerns of a previous landfill. The sale ends prior to the October board meeting on October 14. There will need to be a special HIRC meeting to approve or deny the bidders. REI did the soil borings on the third parcel already and the Department should be getting the results back soon.

g. Land Sale Parcels Update

Fischer stated that he had been advised that the buyer interested in purchasing a portion of the Smith Pit property that runs adjacent to their land was no longer interested. He stated that regardless, it is the committee's decision whether or not they want to sell. There would be limited interested parties because it would be a small <10 acre parcel that would be landlocked (although an easement could be provided) and it could not be developed under current ordinance. If the committee did want to go through with selling it, a Certified Survey Map would be required. Pliml stated CSMs usually run between \$1000-\$1500. He stated that the reason for the sale was to alleviate a problem that may have been created by the County's operations at the pit. Pliml asked if the problem still exists. Hawk stated he believes they have eliminated the original issues by lowering the pipe from the pit. Last time they pumped out of the pit, the adjacent landowner did not have any flooding issues.

**Motion to move forward with obtaining a Certified Survey Map for the less than 10 acre parcel of the Smith Pit property in the Town of Rock in preparation for future sale made by L. Pliml and seconded by D. Polach. All in favor. Motion carried.**

h. Low Boy Trailer Purchase

Hawk stated that a few staff members turned in the low boy trailer to get inspected as they felt it was unsafe. Upon review, Hawk and the Shop Superintendent agreed and it was pulled from the road. They will, however, need to replace it quickly as that is a piece of equipment that is used frequently. A new one can run between \$100,000-\$150,000. Hawk stated they found a few used ones ranging between \$30,000 and \$40,000. They were both traded in to retailers and have been inspected and certified.

9. **PARKS:**

a. Parks Revenue Report

Schooley stated it was a low camping month due to the rain. Pliml asked why there was a decrease in ice, wood, and boat launch fees? Schooley stated that those are all sold on the honor system and it is possible that they are not patrolling those areas enough. Schooley stated actual camping units nights were also down this year. He thought that might be due to the removal of the “fifth night free” policy from last year. He intends to look at those numbers at the end of the season. Pliml stated it would benefit them to know what the actual costs for camping are as well.

**Motion to approve the Parks Revenue Report made by M. Hokamp and seconded by W. Winch. All in favor. Motion carried**

b. Forestry Revenue Report

Schubert said the rain is not helping with numbers this year. He also stated going into the winter with this much moisture in the ground will make next year difficult as well.

**Motion to approve the Forestry Revenue Report by L. Pliml and second by D. Polach. All in favor. Motion carried.**

c. MSA Presentation for Powers Bluff

Schooley introduced Fred Lochner and Dan Schmitt from MSA Professionals. They handed out a copy of their presentation. Pliml asked if there was a reason the covered shelter is separated from the interior gathering space on the floor plan. Schmitt stated that yes, that was intentional, as this way guests to the park can continue to utilize the trails and outdoor bathrooms without disrupting any event being held indoors. Schmitt also stated that there is outdoor patio space adjacent to the gathering space, but this area is not covered.

Clendenning asked if the facility will be ADA accessible. Schmitt stated yes, by law and also by desire.

Winch asked where they could cut down on costs if needed. Schmitt stated in materials and design would be the first places. However, the materials and design chosen were all intentional and considered important to keeping the aesthetic of the open design and keeping some of the aesthetic of the current buildings without going full masonry.

Lochner stepped in to discuss the fundraising aspects of the project addressed in the Concept Development phase. He surmised that pretty much everyone he talked to was in support of the project, but that no one truly feels connected to the property yet and therefore is showing hesitancy in claiming ownership over the fundraising. He

stated a rebranding of the property and the project would be helpful to garner community support. He suggested to set a target to fundraising, to wrap up the campaign planning and feasibility studies, and to set an aim for the building for 3 years. That will give communities plenty of time to hear about the project and get on board so they know it's coming.

Fischer asked what was meant by rebranding. Lochner advised that the retailers he talked to would be interested in donating time or money in exchange for naming rights to parts of the project. Fischer then asked what the feasibility study would look like. Lochner stated that the important part would be to get grassroots support as many major funders aren't interested in donating unless they see community support.

Clendenning asked why the Mead Witter Foundation wasn't included in the Concept Development studies. Lochner stated the reports included looked at businesses with 50+ employees and businesses and organizations identified as having a retail connection to the resources being planned. The foundation would certainly be included in the fundraising part once there was the community support established.

Fischer asked to have the plan included again on the November agenda.

10. Future Agenda Items.

- Powers Bluff Project (December)
- T/Richfield Road Issues (December)
- Evaluations (maybe during special November meeting)

11. Special HIRC meeting: October 15<sup>th</sup>, 2019 at 6:15 PM at the Courthouse; room to be determined. Regular meeting: November 7<sup>th</sup>, 2019 at River Block Auditorium, 2<sup>nd</sup> Floor

12. Fischer declared the meeting adjourned at 10:02 AM.

Minutes taken by Caitlin Carmody, Highway Accounting Technician