

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

DAY & DATE: Thursday, June 1, 2017
PLACE: Wood County Highway Department, 555 17th Ave North,
Wisconsin Rapids, WI 54495
MEETING TIME: 8:00 A.M.
ADJOURNMENT TIME:
MEMBERS PRESENT: Chairman Al Breu, Supervisor Marion Hokamp,
Supervisor David LaFontaine
EXCUSED: Supervisor William Winch, Supervisor Joseph Zurfluh
OTHERS PRESENT: Chad Schooley, Parks and Forestry Director, Supervisor
Dennis Polach, Wood County Board; Sandra Green, Parks
Office Supervisor; Fritz Schubert, Forest Administrator;
Douglas Passineau, Highway Commissioner; Supervisor
Bill Clendenning, Wood County Board, Kris Hawley,
Village Board of Hewitt, Sue Brown, Village of Hewitt,
Ken J. from Marshfield, Don Brown from Hewitt, Dan
Borchardt from MSA Professional Services, Caitlin
Carmody, Highway Dept. was there for part of the meeting.

1. Call meeting to order. A. Breu called the meeting to order at 8:01.
2. Public comments.
 - a) Kris Halley is representing the Village Board for the Ad Hoc Committee formed for the Quiet Zone. Summer of 2015 approached at the village board level about a quiet zone in the Village of Hewitt similar to spencer in Marshfield. Doug asked that when the diagnostic meetings are held, that the Highway be included in on the notifications of the meetings. He is here to formerly request that the quiet zone be added to the next HIRC agenda and at that time will formerly present the safety concerns.
 - b) B. Clendenning stated that regarding the Powers Bluff Development Project, negative comments about the project from certain County Board Supervisors are affecting how potential donors feel about the project.
 - c) B. Clendenning feels that the Highway Department conference room and other conference rooms do not have a U.S. Flag and feels there should be one in all of them.
3. Approve minutes of the May 4, 2017 and May 16, 2017 Highway, Infrastructure, and Recreation Committee meeting(s).

Motion to approve the minutes of May 4 and May 16, D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.

PARKS:

4. Parks Construction Supervisor report.
 - a. Current projects update.
 - b. Employee matters.

Motion to accept the Parks Construction Supervisor report, D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.

5. Office Supervisor report.

- a. Snowmobile/ATV Reports
- b. Office Update

Motion to accept the Parks Office Supervisor report, D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.

6. Parks and Forestry Director report.

- a. Review Outdoor Recreation Grant Application for Powers Bluff Development Project. Supervisor Winch is not here, but asked Chairman Breu to have this tabled for the next meeting. The Committee thought that a decision should be made to move it forward to the next County Board meeting in June, with a presentation by C. Schooley. C. Schooley explained the process of the Stewardship Grant. If Wood County was awarded the 50/50 grant, they would have a 30 day window to accept or deny the award. Due to the size of the grant request, there are more steps involved at the state level for awarding the Stewardship grant. Some grants have taken up to a full year before approval. During this time period, C. Schooley would continue soliciting for donations to go towards the matching funds. The reason for applying for the grant now, prior to having the matching funds, is because often times it takes more than one attempt before being awarded these grants. This is a very competitive grant throughout the state. If, and when, Wood County is awarded a grant, a decision will have to be made on whether to accept it or not. The goal is to fund as much of the matching funds as possible through donations. **Motion to move forward with the resolution and a presentation at the County Board in June. D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.**

- b. Old Dexter Shop future. A market value estimate was handed out. Chad will look into possibly having the surveyor, contracted by the County, to have the boundaries of this property located and obtain a certified survey with legal property description. C. Schooley is asking that the proceeds from the sale of this property be placed into the Non-Lapsing fund for Parks and Forestry. This is where much of the money came from for the construction of the new shop.

Motion to approve the sale of the property and move forward with the bidding process with a recommended minimum bid of \$35,000, and deposit the proceeds from the sale of this property into the Parks and Forestry non-lapsing Capital Projects account. D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.

- c. South Park boundary maintenance and pine plantation thinning. This area is mainly a red pine plantation, with other species mixed in. There has been a concern with neighbors regarding trees on the parks possibly falling on their property and buildings. There are structures very near the property line which is an issue. The Parks and Forestry Department has worked with the landowners over the past several years removing dead trees near the property border, but it is not easy felling the trees. It would be nice to have a mowable stretch between the properties to more easily fell trees. The entire plantation should be managed for a healthy forest. The dead trees harvested would be utilized as firewood within the campground. There would be some revenue from the live trees harvested as part of the thinning. This revenue was not included in the budget. C. Schooley would like to retain this revenue in the Capital Projects account to be used for matching funds of future project grants. F. Schubert will assist in setting up the tree harvest sale, and getting the HIRC the estimated value of the wood.

Motion to move forward with the thinning of the proposed area and deposit the funds into the Parks and Forestry capital non-lapsing account. D. LaFontaine, M. Hokamp. All in favor. Motion carried.

- d. C. Schooley obtained an estimate to have the mountain biking trails at Powers Bluff professionally designed. Funding for this design work could be completed by using the P&F annual Ho-Chunk allotment. The construction would be include in-kind work, emergency government, and volunteers. The company, Trails Solution-International Mountain Biking Association, could provide a crew leader initially for training the installation crews.

Motion to approve going forward with hiring an outside designer for the trail system at Powers Bluff, and utilizing Ho-Chunk funds to pay for it. D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.

- e. Special Use Permits

An individual is interested in going through the parks (primarily through the campgrounds) to sell ice cream, using an ice cream truck. Sales of any kind within the parks are prohibited by ordinance, unless approved by the HIRC by special use permit. Do we want to have a special permit and fee involved with this kind of solicitation? A suggestion of a fee of 15% of the gross sales was mentioned. This is what the County receives from the Powers Bluff Concessionaire. The biggest issue is safety and liability. C. Schooley will get back to her requesting additional details and request that she attend the July HIRC meeting to answer questions from the committee.

Motion to approve the Parks Director report, D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.

FORESTRY:

7. Forest Administrator report.

- a. Timber Sale Update.
- b. Resolution Pertaining to Wood County Forest land trade. Information was handed out to the committee members regarding the comparisons of the land trade between James Johnson and Wood County. The County would be gaining 23 acres and approximately \$40,000 dollars in total value due to unharvested, better quality timber associated with the Johnson property.

Motion to approve the resolution for the land trade between James Johnson and Wood County, D. Lafontaine, second by M. Hokamp. All in favor. Motion carried.

- c. Wood County Wildlife Area Advisory Committee: Recommend Reappointment of Members Whose Terms is Expiring.

Motion to approve the reappointments of Scott Arneson, Dale Weis and Curt Pluke to the Wood County Wildlife Advisory Committee, A. Breu, second by M. Hokamp. All in favor. Motion carried.

Steve Grant's replacement is Gavin Hutchinson. Gavin will be the new WI DNR County Forest Liaison working with the county on the Wood County Forest.

Timber Sale bid opening is scheduled for June 7, 2017. F. Schubert would like to have a meeting prior to the June 20, 2017 County Board to approve these bids and award contracts. A special HIRC meeting will be held at the Courthouse in room 317A at 9:00 am on June 20, 2017.

Motion to approve the Forester Administrator report, D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.

8. Correspondence. None.
9. Approve payment of bills.
Motion to approve payment of bills, D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.
10. Revenue report. **Motion to approve the Parks and Forestry revenue report, D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.**

HIGHWAY:

11. Quotes on Shop Sweeper. One bid was received for the LP Powered Mid-Sized Rider Sweeper. Bid opening was May 31, 2017 at 9am.
Motion to move forward with this bid by D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.
12. Bids for CTH T Bridge Project.
Motion to move forward with the bid which is most advantageous to Wood County, M. Hokamp, second by D. LaFontaine. All in favor. Motion carried.
13. Marshfield Scale. Discussion.
14. Pittsville Highway Shop. Discussion.
15. Personnel Matters. Notifications are posted for mechanics and a truck driver position.
16. Frac Sand. Nothing to report.
17. Current Projects. Discussed.
18. Payment of Bills. Discussed. **Motion by D. LaFontaine, second by M. Hokamp for approval of payment of bills. All in favor. Motion carried.**
19. Accounting Supervisor's Report. No questions. **Motion to approve the accounting supervisor's report by D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.**
20. Correspondence. The Highway's 5-year Bituminous Plan was handed out for review. The Town's Association people should make more of an effort to attend our Highway Traffic Safety meetings.
21. Next meeting date(s): Special HIRC meeting scheduled for **June 20, 2017 at 9:00 am** at the Wood County Courthouse at 400 Market St., Wisconsin Rapids, WI 54494 in conference room 317A.
Next regular HIRC meeting scheduled for **Monday, July 10th at 8:00 am.** at the Wood County Highway Department, 555 17th Ave. North, Wisconsin Rapids, WI 54495.
22. Motion to adjourn. **Motion to adjourn at 11:30 am, D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.**

Electronically signed by, Secretary Marion Hokamp

Marion Hokamp

Minutes taken by Sandra Green, Parks & Forestry Office Supervisor