

AMENDED
HIGHWAY INFRASTRUCTURE & RECREATION COMMITTEE
MEETING AGENDA

DAY & DATE: Thursday, February 06, 2014
TIME: 8:00 A.M.
PLACE: Wood County Highway Department, 555 17th Avenue North,
Wisconsin Rapids, WI 54495

1. Call meeting to order.
2. Public comments.
3. Approve minutes of the January 09 & January 21, 2014 Highway Infrastructure & Recreation Committee and January 22, 2014 Wood County State Wildlife Area Advisory Committee meetings.

PARKS:

4. Parks Construction Supervisor report.
 - a. Current projects update.
 - b. Employee matters.
5. Office Supervisor report.
 - a. Snowmobile/ATV Reports.
 - b. Office update.
6. Park and Forestry Director report.
 - a. 2014 budget amendment resolution
 - b. Request to carry over excess 2013 revenue into non-lapsing capital projects fund
 - c. Special Use Permits.

FORESTRY:

7. Forest Administrator report.
 - a. Timber Sale Update.
 - b. USFWS Habitat Management Agreement.
8. Correspondence.
 - a. Nepco Lake water quality surveys
9. Approve payment of bills.
10. Revenue report.

HIGHWAY:

11. Discuss Quit Claim Deed Completion for Jackie Hoffman on Trestik Road
12. Discuss and possibly act on quotes for (3) Patrol Trucks Equipment.
13. Discuss and possibly act on quotes for (3) Single Axle Rear-Wheel Drive Trucks.
14. Discuss and possibly act on quotes for ¾ Ton Pickup Truck.
15. Discuss Magnesium Chloride with 80% magnesium and 20% beet juice.
16. Discuss action on a Quad-Axle Truck.
17. Current projects update.
18. Approve payment of bills.
19. Accounting Supervisor's Report.
20. Correspondence
21. Go into closed session pursuant to §19.85 (1)(c), Wisconsin Statutes for the purpose of evaluating the 2013 performance of the Highway Commissioner and Park and Forestry Director and for determining the goals and objectives for the 2014 evaluation.
22. Return to open session.
23. Next meeting date: March 06, 2014 at the Wood County Courthouse, Room 115
24. Motion to adjourn.

MINUTES OF THE HIGHWAY INFRASTRUCTURE & RECREATION COMMITTEE

DAY & DATE: February 06, 2014
PLACE: Wood County Highway Department, 555 17th Avenue
North, Wisconsin Rapids, WI 54495
MEETING TIME: 8:00 AM
ADJOURNMENT TIME: 11:24 AM
MEMBERS PRESENT: Chairman Allen Breu, Vice-Chairman Trent Miner,
Secretary Dennis Polach, Member Marion Hokamp, and
Member Gerald Nelson.
OTHERS PRESENT: Park and Forestry Director Chad Schooley, Forest
Administrator Fritz Schubert, DNR Forestry Liaison Steve
Grant, Daily Tribune Reporter Karen Madden, Highway
Commissioner Douglas Passineau, and Highway
Accounting Technician PaNyia Yang.

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 January 09 & January 21, 2014 Highway Infrastructure & Recreation Committee and January 22, 2014 Wood County State Wildlife Area Advisory Committee meetings.

Moved by Nelson, seconded by Polach to approve the above-mentioned minutes with the correction on the Wood County State Wildlife Area Advisory Committee meeting minutes. Dennis Polach's name wasn't listed in the minutes, however, he did attend the meeting. Motion carried unanimously.

PARKS

4. The Parks Construction Supervisor Report was reviewed (see attached report).

Moved by Miner, seconded by Polach to approve the Parks Construction Supervisor Report. Motion carried unanimously.

5. The Office Supervisor Report was reviewed (see attached report).

Moved by Miner, seconded by Hokamp to approve the Office Supervisor Report. Motion carried unanimously.

6. The Park and Forestry Director Report was reviewed (see attached report).

- a. 2014 Budget Amendment Resolution

Moved by Nelson, seconded by Hokamp to approve and sign the 2014 Budget Amendment Resolution and forward to the County Board for their approval. Motion carried unanimously.

- b. Request to carry over excess 2013 revenue into non-lapsing capital projects fund.

Moved by Nelson, seconded by Miner to approve the above-mentioned request and to bring it upon the Executive Committee for their final approval. Motion carried unanimously.

- c. Special Use Permit from the Sheriff Department to use North Wood County Park grounds and buildings to conduct special response team training for multiple jurisdictions on April 15, 2014.

Moved by Miner, seconded by Nelson to approve the above-mentioned special use permit. Motion carried unanimously.

- d. Park and Forestry Director Chad Schooley and Forest Administrator Fritz Schubert had met with Joel Jenson, from Wilderness Sportsman's Club and two others from the DNR'S grant program about ideas of improvements and changes to the public shooting ranges. The meeting was beneficial, and they will be in contact for further updates on options and ideas.

Moved by Miner, seconded by Hokamp to approve the Park and Forestry Director Report. Motion carried unanimously.

FORESTRY

- 7. The Forest Administrator Report was reviewed.

- a. Timber Sales Update (see attached report).
- b. USFWS Habitat Management Agreement.

Moved by Miner, seconded by Polach to approve Forest Administrator Fritz Schubert to sign the above-mentioned agreement for habitat improvement work at Wood County wildlife area. Motion carried unanimously.

- c. A DNR audit was conducted this past month. The auditors were particularly impressed and happy with the bookkeeping.

- d. Forest Certification Audit tentatively set for mid-August. Wood County has been audited an inordinate number of times compared to other counties, and also more often than originally presented by certification groups. Certification audits are an additional workload and impact other work on the forest that is more beneficial. Forest Administrator Fritz Schubert would like to draft a letter requesting that Wood County be taken off of the Audit list for 2014 and bring it to the committee next month for their approval and/or modification.

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

8. Correspondence

- a. Ron Fairchild is interested in monitoring the water quality at Nepco Lake. He wants to present to the committee a 15-20 minute PowerPoint presentation covering certain things involving the process. With the approval of the committee, Park and Forestry Director Chad Schooley will have it scheduled for the next committee meeting.

9. Approve payment of bills.

Moved by Miner, seconded by Nelson to approve the payment of bills. Motion carried unanimously.

10. Revenue Report was reviewed.

Moved by Miner, seconded by Nelson to approve the Revenue Report. Motion carried unanimously.

Moved by Miner, seconded by Polach to go into closed session pursuant to §19.85 (1) (c) Wisconsin Statutes to discuss 2013 evaluation and 2014 goals and objectives for Park and Forestry Director Chad Schooley. A roll call vote was taken: Breu-Yes; Hokamp-Yes; Miner-Yes; Nelson-Yes; Polach-Yes; Motion carried unanimously.

A motion was made by Miner and seconded by Polach to return to open session. Motion carried unanimously.

The committee took a break at 9:40 am resuming at 9:52 am.

HIGHWAY

11. With committee approval, the Quit Claim Deed paperwork will be sent over for Jackie Hoffman to sign.

12. Quotes on (3) Patrol Trucks Equipment were discussed.

Moved by Miner, seconded by Polach to authorize the Highway Commissioner to accept the quote most advantageous to Wood County after reviewing specs by the staff. Motion carried unanimously.

13. Quotes on (3) Single Axle Rear-Wheel Drive Trucks were discussed.

Moved by Miner, seconded by Hokamp to authorize the Highway Commissioner to accept the quote most advantageous to Wood County. Motion carried unanimously.

14. Quotes on a ¾ Ton Pickup Truck were discussed.

Moved by Miner, seconded by Polach to authorize the Highway Commissioner to accept the quote most advantageous to Wood County. Motion carried unanimously.

15. The use of beet juice on state highways and on county trunks was discussed. It contains a mixture of 80 percent magnesium chloride and 20 percent beet juice and comes in a liquid form. It is used in extreme cold temperatures of twenty degrees down to zero degrees and is able to melt ice easily. It will be more effective than salt because at twenty degrees and below, salt is no longer effective.

16. Highway Commissioner Douglas Passineau is planning to put specs together for a Quad-Axle truck to be purchased by summertime.

17. Current projects update (see attached report).

18. Approve payment of bills.

Moved by Miner, seconded by Nelson to approve the payment of bills. Motion carried unanimously.

19. Accounting Supervisor's Report was reviewed.

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

20. Correspondence

- a. Highway Commissioner Douglas Passineau is working on the debt-service plan. He will be sitting down with Mike Martin to discuss the department's financial needs.
- b. County Engineer Roland Hawk is putting a plan together to consolidate all the highway shops into two maintenance shops. The Auburndale and Pittsville shop will be closed down. They are looking in the direction of

expanding the Marshfield shop. However, they are taking other details into consideration before making a final decision.

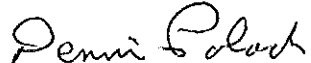
Moved by Miner, seconded by Polach to go into closed session pursuant to §19.85 (1) (c) Wisconsin Statutes to discuss 2013 evaluation and 2014 goals and objectives for Highway Commissioner Douglas Passineau. A roll call vote was taken: Breu-Yes; Hokamp-Yes; Miner-Yes; Nelson-Yes; Polach-Yes; Motion carried unanimously.

Moved by Miner, seconded by Polach to return to open session. Motion carried unanimously.

21. The next meeting date is March 06, 2014 at the Wood County Courthouse, Room 115, at 8:00 AM.

22. Motion to adjourn.

Moved by Nelson, seconded by Miner to adjourn at 11:24 AM. Motion carried unanimously.


Dennis Polach, Secretary

Minutes taken by PaNyia Yang, Highway Department Accounting Technician
(Reports attached below)