

MINUTES OF THE HIGHWAY INFRASTRUCTURE & RECREATION COMMITTEE

DAY & DATE: February 5, 2015
PLACE: Wood County Highway Department, 555 17th Avenue
North, Wisconsin Rapids, WI 54495
MEETING TIME: 8:00 AM
ADJOURNMENT TIME: 10:24 AM
MEMBERS PRESENT: Chairman Allen Breu, Vice-Chairman Trent Miner,
Secretary Dennis Polach, and Member Marion Hokamp
MEMBER(S) EXCUSED: William Winch
OTHERS PRESENT: Park and Forestry Director Chad Schooley, Forest
Administrator Fritz Schubert, DNR Forestry Liaison Steve
Grant, Highway Commissioner Douglas Passineau,
Accounting Supervisor John Peckham, Laura Nelson (Visit
Wisconsin Rapids), Brad Hamilton (Wood County Board),
Joe Zurfluh (Wood County Board), and Brian Wojchik
(Aring Equipment Company)

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 08, 2015 Highway, Infrastructure, and Recreation Committee.

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

PARKS

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

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

5. Office Supervisor report.
 - b. Parks Director Schooley presented three (3) resolutions to the Committee regarding ATV/Snowmobile funding. These annual resolutions authorize the Department to receive money from the State of Wisconsin for ATV and Snowmobile trail maintenance.

Moved by Miner, seconded by Polach to approve, sign, and send the resolutions to County Board. Motion carried unanimously.

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

6. Park and Forestry Director report.

- a. Schooley requested that excess 2014 revenues be placed into the Department's non-lapsing capital projects account.

Moved by Miner, seconded by Hokamp to request of the Executive Committee that they allow the Parks Department to retain \$39,079.06. Motion carried unanimously.

- b. Schooley presented to the Committee a resolution to deed the Marshfield Fish Pond back to the Central Wisconsin Sportsmen's Club.

Moved by Miner, seconded by Polach to approve, sign, and send the resolution to County Board. Motion carried unanimously.

- c. Laura Nelson, of Visit Wisconsin Rapids, spoke to the Committee about tourism in Wood County. Specifically, she told them that the television show Discover Wisconsin would be doing an episode on water and other recreation features of Wood County. The episode will air on tv three times in 2016 and 2017. Additionally, the County will receive recognition via radio and social media. The cost for the program is \$35,000. A \$9,000.00 commitment fee has been paid by both Visit Wisconsin Rapids and the Marshfield Area Visitors Convention, for a total of \$18,000.00. Laura requested any kind of financial assistance the County would be willing to provide. The Committee felt that a program of this type is beneficial for the whole county.

Moved by Miner, seconded by Polach to direct the Parks and Forestry Department to draft a resolution to County Board asking that the County pay \$17,000 toward the program, out of the contingency fund. Motion carried unanimously.

d. Special Use Permits

- ❖ February 15, 2015, Central Wisconsin Ice Racing Association motorcycle and ATV races on Lake Dexter. 7am-5pm. The club would not be using any of the park facilities besides the ice access and possibly parking areas adjoining the lake.
- ❖ May 16, 2015, Career Closet fundraiser. Walk/run around Lake Wazeecha along with a "junk in the trunk" event. This would entail charging individuals a parking fee to come in and

sell unwanted items from their vehicles. They would be renting the Red Sands Beach Pavilion for the event.

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

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

FORESTRY

7. The Forest Administrator Report was reviewed.

a. Item a. – Timber Sale Update.

Schubert reported that the Department has had a very good season so far. The cold weather but relatively little snow is good for getting in to the timber.

b. Item b. – Budget Amendment Resolution

Schubert presented a resolution to the Committee to amend the 2014 budget of the County Forest State Aid for additional expenditures that were not anticipated during the original budget process. This is a non-tax levy issue regarding a land trade and there is no economic impact to Wood County.

Moved by Miner, seconded by Polach to approve, sign, and send the resolution to County Board. Motion carried unanimously.

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

8. Correspondence – Schooley received an e-mail from Craig Timm, Spokesman for Domtar, regarding ice access to the west side of Nepco Lake. He stated that Domtar is considering an event on February 21 – 22, where Domtar will host an Employee and Friends event, allowing access to the west side of the lake via Domtar property. They are requesting that the County provide snow fence. If all goes well with this outing, Domtar will consider providing public ice access in the future.

9. Approve payment of bills.

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

10. Revenue Report was reviewed.

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

The Committee took a break at 9:15 am resuming at 9:30 am.

HIGHWAY

11. Highway Commissioner Passineau gave an update on the sale of the Auburndale Shop. The Department has not yet received payment for the shop from the Town of Auburndale and Village of Auburndale. Passineau has given them an extension of time beyond the 60 day agreement. They have until February 10th to send the money.
12. Passineau distributed a map to the Committee showing proposed future changes and additions to the Marshfield Shop site. The changes and additions will be funded with the Machinery Fund.
13. The Department will be purchasing a boat and trailer to be used for bridge inspections. The Committee approved of the purchase.
14. Passineau reported that the Department's current brushhead has required some welding and repairs and it is felt that a new one is needed. The Committee agreed that another brushhead could be purchased.
15. The Committee reviewed asphalt paver quotes received by the Department.

Moved by Miner, seconded by Hokamp to approve the purchase of the Volvo asphalt paver and Carlson screed from Aring Equipment Company for the net quote of \$360,000. Motion carried unanimously.

16. The Committee reviewed aggregate and sand quotes received by the Department.

Moved by Miner, seconded by Polach to approve the quotes and direct the Highway Commissioner to use these materials in a way that is most advantageous to Wood County. Motion carried unanimously.

17. Passineau told the Committee that the frac sand companies are being communicative and cooperative with the Department at this time.
18. Current Projects Update (see attached report).
19. Approve payment of bills.

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

20. Accounting Supervisor's Report was reviewed.

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

21. Correspondence

Passineau stated that the Department would be advertising for a quad axle dump truck.

He also mentioned that he has received feedback from the north end of the County that the Department employees are doing a good job plowing up there.


Passineau told the Committee that the Department is hoping to do a jurisdictional transfer of CTH A to the State.

The Committee received a copy of a salt usage map showing that Wood County is doing well compared to other counties regarding winter maintenance costs.

22. Next meeting date: March 05, 2015 at the Wood County Courthouse, Room 115.

23. Motion to adjourn.

Moved by Miner, seconded by Polach to adjourn at 10:24 am. Motion carried unanimously.



Dennis Polach, Secretary

Minutes taken by John Peckham, Highway Department Accounting Supervisor
(Reports attached below)

2/4/15

* Moved by Miner, seconded by Hoksamp to approve the purchase of the Volvo P7170 with Carlson Sreede from Airing Equipment Company. Motion carried unanimously, February 5, 2015.

**WOOD COUNTY HIGHWAY
AGGREGATE AND SANDS**

1/28/15

	<i>COMPANY</i>	<i>45,000 tons MOL 1/2" Course Asphalt Aggregate</i>	<i>9,000 tons MOL Natural Sand</i>	<i>15,000 tons MOL Manufactured Sand</i>
	Milestone Materials			
	Delivered by Milestone	8.40	9.58	8.90
	Option - Wood County hauls	7.45		7.95
	Option - Wood County loads and hauls		4.95	

Moved by Miner, seconded by Polach to approve quotes and to direct the Highway Commissioner to use these materials in a way that is most beneficial to the County.
Motion carried unanimously, February 5, 2015.

PARKS CONSTRUCTION SUPERVISOR REPORT

February 5, 2015

By D. Quinnell

CURRENT PROJECTS

- We have rented a Fecon forest grinder to use on the dike at South Park. We are considering this to be a test to see if purchasing one would be in our best interests.

MAINTENANCE OPERATIONS

- All parks are in the winter season of dead tree removal and maintenance of facilities.
- Powers Bluff Winter Sports Area is up and running. The snow cover is at a minimum and requires quite a lot of maintenance.

EMPLOYEE MATTERS

- We are currently undergoing considerations with H.R. as to the possibility of LTE pay increase and Rangers hourly scheduling.

OTHER

- The snowmobile bridge on the Mill Creek north of Arpin is to be set on 1/27/2015 and we hope to have more information for the HIRC meeting.

OFFICE SUPERVISOR REPORT

February 05, 2015

By: H. Gehrt

Snowmobile:

The Mill Creek Bridge was installed and set on January 26 and is about 99% completed. There are a few touch ups that will need to be done when it is warmer out.

The trails are still closed as there is not enough snow to open. We would need about 6-8 inches of wet, heavy snow to open.

The County Ride was scheduled for February 7 and as of now it looks like it will be canceled as there seems to be no significant snow in the future.

ATV:

No new information.

OFFICE:

I have been working with the new Concessionaire at Powers Bluff with receipts and reporting.

The Administrative Services 4 position is now 8 hours a day instead of 7.75 to keep the department uniform.

I have been compiling final totals for the fiscal year 2014 in all budgets.

We ran a reservation fee waiver on Facebook for reservations made the week of January 11-17 and 23 people took advantage of this special.

I have been working on one of my goals for this year which is a survey to send out via Facebook, e-mail, newspaper, and the webpage to try to get information on why people utilize or don't utilize the Park & Forestry system. I hope to have this completed and ready for people to take anonymously by mid-February.

OTHER

I attended the monthly Snowmobile Alliance Meeting on January 5.

I attended the monthly HIRC meeting on January 8.

I attended the Wellness Committee meeting on January 13

I attended Leadership Training put on by HR on January 15.

I attended a staff meeting with Connie from HR on January 21.

I attended an Accountant's meeting on January 28.

Park and Forestry Director Report

By Chad Schooley, Park and Forestry Director

February 5, 2015
HIRC meeting

- Powers Bluff weekend operations have been going on since January 10th. Staff is doing a great job maintaining the hill with the limited amount of snow that has fallen.
- I would like to request to place excess 2014 revenues into our non-lapsing capital projects account. In 2014, our department's tax levy will be approximately \$196,769.61 less than what was budgeted. Of this amount, \$39,079.06 is below the estimated tax levy which was included in the 2015 budget. I am requesting to retain \$39,079.06.
- I have included in your packet the resolution to deed the Marshfield Fish Pond back to the Central Wisconsin Sportsmen's Club.
- I have been contacted once again by the WR Convention and Visitors Bureau regarding participating in a Discover Wisconsin episode highlighting the different water features in South Wood County (Wazeecha, Nepco and the Wisconsin River). The episode will also highlight Marshfield attractions. I would like to discuss this with the Committee to get an idea of what investment Wood County would be willing to put into the show.
- I attended the Wisconsin Park and Recreation Association board of directors meeting on January 14th, and a Region 1 meeting on January 28th.
- We received a letter from the DNR approving the Lake Wazeecha dam improvement specs. The project will include rip-rap, retaining wall replacement, and water monitoring system installation. I will be putting together bid documents for these projects with assistance from R. Hawk, Hwy Engineer.
- On January 28th, I attended a meeting which was set up by Ben Tilberg, Grand Rapids resident, and facilitated by Peter Manley, UW Extension. The meeting was in regards to making the 4 mile creek, between Lake Wazeecha and Nepco, navigable for canoes and kayaks. Mr. Tilberg plans on inviting the adjoining landowners to a meeting in the next couple of months to go over issues/concerns about the proposal.

January Events - 12 shelter reservations

Special Use Permits

- February 15, 2015, Central Wisconsin Ice Racing Association motorcycle and ATV races on Lake Dexter. 7am-5pm. The club would not be using any of the park facilities besides the ice access and possibly parking areas adjoining the lake.
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FOREST ADMINISTRATOR REPORT

February 05, 2015

By: F. Schubert

FOLDER BALANCES AS OF 01-31-2015

JOB NUMBER	CONTRACTOR	ENDING MONTH BALANCE	CONTRACT AWARD	PAYMENTS RECEIVED	YEAR AWARDED
693	SCHREINER FORESTRY	\$ -	\$ 69,337.00	\$ 35,609.80	2012
707	FUTUREWOOD	\$ -	\$ 20,032.15	\$ 18,275.25	2013
714	VERSO (NEWPAGE)	\$ -	\$ 30,002.50	\$ 15,882.43	2013
718	FUTUREWOOD	\$ 15,150.27	\$ 29,821.35	\$ 17,913.56	2013
726	SCHREINER FORESTRY	\$ 6,950.93	\$ 36,220.00	\$ 4,327.92	2014
727	SCHREINER FORESTRY	\$ 35.86	\$ 8,387.00	\$ -	2014
729	BIEWER WI SAWMILL	\$(34,317.38)	\$208,768.00	\$ 40,000.00	2014
				\$132,008.96	

FORESTRY REVENUE \$118,844.07

Timber Sale Activity (January)

Jobs Started: #688 Twin Forest Products
#729 Biewer WI Sawmill

Jobs Continuing/Reactivated: #691 Thurs Logging
#697 Futurewood
#714 Verso (New Page)

Jobs Gone Inactive: #726 Schreiner Forestry

Jobs Finished: #718 Futurewood