

MINUTES OF THE HIGHWAY INFRASTRUCTURE & RECREATION COMMITTEE

DAY & DATE: August 1, 2013
PLACE: Wood County Highway Department, 555 – 17th Avenue
 North, Wisconsin Rapids, WI 54495
MEETING TIME: 8:00 AM
ADJOURNMENT TIME: 11:00 AM
MEMBERS PRESENT: Chairman Allen Breu, Vice-Chairman Trent Miner,
 Secretary Dennis Polach, and Member Gerald Nelson
MEMBERS EXCUSED: Marion Hokamp
OTHERS PRESENT: Park and Forestry Director Chad Schooley, Forest
 Administrator Fritz Schubert, Highway Commissioner
 Douglas Passineau, Accounting Supervisor John Peckham,
 Parks Office Supervisor Heather Gehrt, Steve Grant
 (WisDNR), Christopher Rezin (Rezin Berries LLC) and
 Lisa Rezin (Rezin Berries LLC)

1. Item #1 – Call meeting to order. Chairman Allen Breu called the meeting to order at 8:00 AM. The meeting has been properly posted.
2. Item #2 - Public comments. There were no public comments.
3. Item #3 – Approve minutes of the July 10, 2013 Highway Infrastructure & Recreation Committee meeting.

Moved by Nelson, seconded by Miner to approve the minutes of the Highway Infrastructure & Recreation Committee as presented. Motion carried unanimously.

PARKS

1. Item #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.

2. Item #5 - The Office Supervisor Report was reviewed (see attached report).

The State's Snowmobile Program is out of money for new project funding. The County is guaranteed to receive maintenance money for the 2013-14 season, however, there will not be any money for funding new projects. The Snowmobile Clubs and Parks Department would like a new bridge constructed over Mill Creek. Because there has not been a bridge there previously, it is considered new construction, not maintenance and is, therefore, always put at the bottom of the priority list for funding. The DNR has come up with a Stewardship Program which could possibly provide the necessary funding, but the program requires a 20% cost share from the County. Because of that, the Parks budget will include a request for \$21,800 to fund the project. Office Supervisor Heather Gehrt noted that there was \$30,000 in the fund several years ago but the money was transferred out to the General Fund.

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

3. Item #6 - The Park and Forestry Director Report was reviewed (see attached report).

The draft of the Parks and Forestry Department budget was distributed. Changes from the prior year include increased unemployment costs and money requested to replant some of the County Forests.

Park and Forestry Director Chad Schooley distributed a tentative tour schedule for the August 13 Parks and Highway tour.

Item #6a. – Special Use Permits

Dan Hobbs, Multi-Metro Deer Management, requested to use areas at Nepco and South Wood County Park once again for the upcoming deer harvest bow season. This group has been using these parks for the past several years without any reported incidents or conflicts with other park users.

Way Out Training Tour (WOTT), Polaris Industries would like to use the ATV area on October 22 and 23, 2013 for the purpose of holding a Dealer Demo and Ride day. They would like to reserve the shelter building for the event. They are planning for 30 people, 20 of which would be riding ATV's and UTV's. Event would be from 4:00 PM – 8:00 PM. Note: This item will come back next month as there is an insurance issue to be worked out by the applicant.

The Aquaskiers left their jump up at Wazeecha, as well as some bleachers. They would like to perform a weekly show on August 8, 15, and 22 from 6:00 – 8:00 PM. They would like Red Sand Beach closed during the time that the shows are in progress.

Eric Gran, Big Pull World Record Group, would like to use the Red Sands Beach on September 14, from 8:00 AM – 4:00 PM. His group is attempting to break a world distance record for walking a large human pyramid. The group has reserved the Red Sands Beach Pavilion for this event.

Shelly Grimm, Arpin Volunteer Fire Department, has rented the Powers Bluff shelter on October 24th for their annual fundraising event. The group would like to also use the shelter for set-up on October 23rd and are requesting a fee waiver for that day.

Moved by Miner, seconded by Nelson to approve the Special Use Permits. Motion carried 3-1, with Polach voting no because he opposes the fee waiver for the Arpin Volunteer Fire Department, as he feels there is little quid pro quo from them.

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

FORESTRY

4. Item #7 - The Forest Administrator Report was reviewed (see attached report).

Committee moved to Item 7b.

Item #7b. – Land Trade

Forest Administrator Fritz Schubert discussed a potential land trade with the Committee. He reported that a landowner would like to trade 80 acres in the Town of Cranmoor for 40 acres somewhere north of STH 54. Schubert had toured the Cranmoor land several years ago and he believes the timber value on the land is substantial, though access is limited.

Moved by Miner, seconded by Nelson to direct Schubert to move forward on the land trade. Motion carried unanimously.

Item #7a. – Timber Sale Update

Schubert distributed the Timber Sale Update.

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

5. Item #8 – Old Business. Nothing to report.
6. Item #9 - New Business. Nothing to report.
7. Item #10 – Correspondence. Miner reported that he and Schubert had attended the Town of Dexter's town meeting the previous night. Sandy Moore had driven screws into six trees along the waterway in order to post "No Wake" signs. This was in direct opposition to HIRC directives. The Town would still like to have the signs on County land but they realize they cannot put metal into the trees so they are proposing a plan to put the signs on posts which they will provide and maintain. The Committee will visit the area during the tour on August 13th.
8. Item #11 – Approve payment of bills.

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

9. Item #12 – Revenue Report. The Revenue Report was distributed and reviewed.

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

The Committee recessed for a break at 9:25 AM.
The Committee reconvened at 9:45 AM.

HIGHWAY

10. Item #13 – Frac sand update. The Department is currently working on a long-range contract with Completion Industrial Minerals.
11. Item #14 – Improving CTH S from Highway 10 to CTH P American Engineer Testing Analysis and Review (WisDOT). Before USH 10 was moved, heavy trucks were able to haul into the villages around CTH S year-round but they are now unable to access the villages. The Highway Department puts seasonal weight restrictions on CTH S to protect it during Spring thaw. Highway Commissioner Douglas Passineau would like CTH S improved by the State so that the Department no longer has to post it during Spring thaw. The Committee approved of the Department working with the State to get funding of \$180,000 in order to improve CTH S.

12. Item #15 – Update on new equipment. The new grader will be coming in September or October. The shop is putting a tank on one of the old dump trucks in order to create a water truck.
13. Item #16 – Discuss bucket on new backhoe. The new backhoe came with the wrong swivel on the boom. Options were discussed between the Department and the vendor, and it was decided by the Department to get a replacement piece rather than try to modify the current one.
14. Item #17 – Employee matters. The various vacancies in the Department were discussed. Interviews have been conducted for the Accounting Technician position and an offer letter will be sent. In addition, interviews will be held in the next few weeks for the Equipment Operators and Engineering Technician positions.
15. Item #18 – Freight Incentives. The Department submitted applications for two possible projects for funding through the Freight Incentives Program. One of the projects is the STH 54 bypass around the City of Wisconsin Rapids and the second is on CTH U by the Village of Biron. There were only a total of five applications sent from our region so there's a good chance that one of the projects could be approved.
16. Item #19 - Current Projects Update. The current projects update was reviewed.
17. Item #20 – Review preliminary budget. Passineau discussed some elements of the 2014 budget with the Committee including the contention that the Highway Department has been underfunded for Winter Maintenance and he will be seeking additional money to shore up that area of the budget.
18. Item #21 - Approve payment of bills.

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

19. Item #22 – The Accounting Supervisor's report was reviewed.

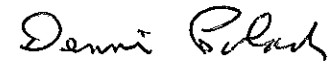
Moved by Miner, seconded by Nelson to approve the Accounting Supervisor's report. Motion carried unanimously.

20. Item #23 – Correspondence. Passineau informed the Committee that Bridgewater will be starting construction on the Biron Project next Spring. He also shared some information regarding the STH 54 overpass project which could be done in the future.

21. Item #24 – Next meeting date will be Tuesday, August 13, 2013 at 8:00 AM in the Avon Street Parking Lot for the Parks/Forestry/Highway Tour. Next monthly Committee meeting will be on September 5, 2013 at the Wood County Courthouse, Room 114, at 8:00 AM.

22. Item #25 – Motion to adjourn.

Moved by Miner, seconded by Polach to adjourn at 11:00 AM. Motion carried unanimously.


Dennis Polach, Secretary

Minutes taken by John Peckham, Highway Department Accounting Supervisor

PARKS CONSTRUCTION SUPERVISOR REPORT

August 1, 2013

By D. Quinnell

CURRENT PROJECTS

- We are currently remodeling the vault toilet east of the beach in the North Park picnic area. The building includes a whole new roof system and an ADA update.
- We will also begin the re-roofing of the Smitty building in Dexter Park.

MAINTENANCE OPERATIONS

- We are currently trimming the weeds along ditch banks and dike areas as well as the Powers Bluff ski area.
- The Dexter crew has begun some trail mowing and road maintenance on county forest land.
- The water ski show tournament went well with no real problems. The new pavilion and surrounding area is working very well for the show event site.

EMPLOYEE MATTERS

- We sent the full time employees through their yearly safety training.
- We are planning a FISTA chainsaw training class in the middle of August.

OTHER

- An update on the Mechanic position will be given at the meeting

OFFICE SUPERVISOR REPORT

August 01, 2013

By: H. Gehrt

Program Reports:Snowmobile:

I attended the annual Snowmobile Recreation Council's funding meeting, or lack thereof, on Monday, July 22. The State Biennial Budget that was signed by the Governor and went into effect on July 2 has a provision in it that allows the DNR to distribute Stewardship Program funds as snowmobile grants; as there is no money in the program. This new program will be an 80/20 split with the 20% match having to come from a non-state or non-federal source. Any applications that were submitted by the April 15 deadline are eligible, I currently have (2) bridge projects that would be eligible, (1) bridge can be paid for from the snowmobile fund balance.

Mill Creek Bridge- This bridge application has been submitted every year for the past four years. It is considered new construction and seeing how that is one of the last eligibility items to get funded; there is never any money for it. This bridge needs to be constructed for safety reasons as sometimes the water crossing does not freeze properly and with warmer temperatures, thaws. This new funding option would be a great

opportunity for this bridge to be built whereas it may never get a chance. The cost is estimated to be about \$109,000 and with the 80/20 split the county would be responsible for about \$21,800.

Seeing how the county owns the bridges once they are built or replaced, I am asking the Committee to consider using outlay monies out of the Park & Forestry budget to cover the 20% match for a total of \$21,800.

Reimbursements have been completed and we have enough expenses to qualify for supplemental maintenance. We are guaranteed to get the 50%, however, it is unclear what the remaining out may be prorated at.

ATV:

Due to logging activity in the area, the area will be closed for about two weeks while the logger cuts a stretch along the trail.

OTHER:

I am compiling information and working on the seven departmental budgets.

I am working on a power point presentation for Chad to do at the Towns Association meeting for our 2012 Annual Report.

Park and Forestry Director Report

By Chad Schooley, Park and Forestry Director

August 1, 2013
HIRC meeting

- The State Water Ski Show went very well. Our park staff did an excellent job working with the Aqua Skiers and campers to provide the best experience possible. We received numerous compliments on the new pavilion and surrounding areas. This was a great way to advertise this great park and facility to thousands of people who came to the show.
- Working on 2014 budget. I will bring copies of the draft budget to the meeting for your review.

- The 2013 Wisconsin Park and Recreation Summer Tour was hosted by Dane County and Madison Park and Recreation Department. We toured a lot of different park and recreation areas, and I brought back a lot of good ideas to implement in our own park and forest areas. Bike and pedestrian trails are very common in this part of the state and were very important in the areas that we visited for commuting into and throughout the City of Madison.
- Meeting with Planning and Zoning staff to discuss future Wood County Recreation map. Existing map is outdated.
- Attending Veteran hiring training, put on by the Veterans Department.
- A new campground host (volunteer) will be starting at Dexterville campground on Thursday, July 25th.
- Getting quotes for the cleanup of the remaining concrete, stone and miscellaneous items at the Powers Bluff property.
- Assisting Golden Sands RC&D staff on their grant application for exotic invasive species control at our Nepco County Park. Grant would include educational signage, as well as some field days cutting and spraying the honeysuckle and buckthorn in the park.

July Events

- 54 Shelter reservations
- State Water Ski Tournament – South Wood County Park

SPECIAL USE PERMITS

- Dan Hobbs, Multi-Metro Deer Management, requested to use areas at Nepco and South Wood County Park once again for the upcoming deer harvest bow season. This group has been using these parks for the past several years without any reported incidents or conflicts with other park users. I have included a copy of the agreement that we've used in the past.
- Way Out Training Tour (WOTT), Polaris Industries would like to use the ATV area on October 22, 2013 for the purpose of holding a Dealer Demo and Ride day. They would like to reserve the shelter building for the event. They are planning for 30 people, 20 of which would be riding ATV's and UTV's. Event would be from 4:00pm – 8:00pm.

FOREST ADMINISTRATOR REPORT

August 01, 2013

By: F. Schubert

FOLDER BALANCES AS OF 7-31-2013					
JOB NUMBER	CONTRACTOR	ENDING MONTH BALANCE	CONTRACT AWARD	PAYMENTS RECEIVED	YEAR AWARDED
694	SCHREINER FORESTRY	\$ (28,715.48)	\$ 57,430.47	\$ 28,715.00	2011
FORESTRY REVENUE = \$406,563.88					

Timber Sale Activity (July)

Jobs Started: #694 Schreiner Forestry
 #705 Futurewood
 #WC 1-12 Koerner Forest Prod.

Jobs Continuing/Reactivated: #700 Twin Forest Products

Jobs Gone Inactive: None

Jobs Finished: None

*note: WC 1-12 is the timber from the land trade with Walker Cranberry. This revenue shall be deposited in the non-lapsing "County Forest Land Fund" (as directed by resolution) and is not regular county forest revenue, and is not subject to township payments.