

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

1. **DAY & DATE:** October 1, 2020
2. **PLACE:** Wood County Courthouse, Rm 114,  
400 Market Street, Wisconsin Rapids, WI 54495
3. **MEETING TIME:** 9:00 A.M.
4. **ADJOURNMENT TIME:**
5. **MEMBERS PRESENT:** Chairman Jacob Hahn, Supervisor John Hokamp,  
Supervisor Lee Thao, Supervisor David LaFontaine  
**PRESENT VIA WEBEX:** Supervisor Al Breu

**OTHERS PRESENT:** Chad Schooley, Parks & Forestry Director; Fritz Schubert, Forest Administrator; Roland Hawk, Highway Commissioner; Supervisor Dennis Polach; Supervisor Bill Clendenning;

**PRESENT VIA WEBEX:** Chairman Lance Pliml; Sarah Christensen, Emergency Mgmt.; Dan Knoeck, City of Marshfield.

6. Call meeting to order. Meeting called to order at 9am.
7. Declaration of quorum. Yes. Caller identified as Sarah Christensen from Emergency Management.
8. Public comments. None.
9. Correspondence. None.
10. Approve minutes from previous committee meetings.

**Motion by D. LaFontaine, second by A. Breu. Motion carried.**

Skip to Parks & Forestry section.

11. ATV Trail/Route system update. R. Hawk handed out maps with the updated and highlighted mainline routes North to Marathon County, West to Clark County and East to Portage County. We would then have route connections to all neighboring counties. In addition, there are other open roads access to other towns and municipalities. The ATV planning group is requesting approval for this plan. It is roughly 25 miles and with signs and materials we currently have in our stock, Hwy could begin install this fall. The CEED Economic Development grant for \$10,000.00 could be used immediately for additional sign purchase. The North/South could be done by this fall and the East/West sections in the spring if the additional \$10,000 is approved in the P&F 2021 budget.

**Motion by D. LaFontaine and second by A. Breu. Motion carried.**

Request from R. Hawk to move up items 8.e. and 8.f. for City of Marshfield as they are on WebEx.

12. Parks, Forestry, and Highway tour. This was placed on the agenda to discuss the annual tour. C. Schooley asked the committee if they are interested in doing this in 2020. A more favorable time is to do it in the spring or early summer and at that time, look at the projected projects for 2021. Now is not a time to do this. Consensus is to hold off. J. Hokamp requested that we put together a list of what would normally be on a tour for this time of year. R. Hawk will try to put a virtual tour together for November's meeting at the Hwy. Dept.

**13. HIGHWAY**

- a. Highway staff reports. Schedule is back to 7-3. M-F. Staggering groups so Covid19 does not spread amongst the staff. CTU is complete but have a few small things to wrap up. Had a small issue with the concrete that is resolved. As of last week, they are at 98% of the expected budget so they should be right on target for EOY budget dollars. DOT is asking them for a few maintenance items to be completed. Hwy. met with T. of Dexter last night for an amendment to

their ordinance to allow ATV's to cross the dam from Dexter Park to access the gas station and Dexter Drive-In. This information will be shared with the DNR/DOT for a final blessing. As soon as this is received, this portion of the route will need to be signed and then it can be opened.

- b. Highway revenue report. Revenues are on target. County Trunk Y will be a little over budget because it had wider shoulders and ran a little over on pavement.

- c. Highway vouchers.

**Motion by D. LaFontaine and second by L. Thao. Motion carried.**

- d. Sale of out-lot, Town of Cary highway property. R. Hawk provided some information regarding this situation. He handed out some information including the Resolution, Quit Claim Deed and the Certified Survey Map from Badger-Land Survey. The price for the 5-acres is \$7,500.

**Motion to move forward with the sale of this out-lot in the Town of Cary by D. LaFontaine to approve sale of property and resolution and second by A. Breu. R. Hawk answered a question regarding surveying by B. Clendenning. Motion carried.**

- e. Adler Street, No Parking request from City of Marshfield. Request to remove parking and move to an existing area and reduce the speed. An additional alternative from the City came forward to relocate and remove the parking on the south side, open up more areas on the north side and keep everyone on the north side of the road so one side of parking reduces the width, which is a good alternative to removing parking altogether. R. Hawk will also be doing an official speed study and putting a document together to show he went through the official process.

- f. Adler Street (CTH Y) speed reduction request from City of Marshfield.

**Motion to approve the City of Marshfield's request to reduce the speed limit to 35 and restrict parking on the south side of the road while opening it on the North. Motion carried.**

- g. Review of Highway 5 YR plan. R. Hawk emailed the 5-year plan to all the committee members and reviewed the information with them. Discussion only.

#### **14. PARKS AND FORESTRY**

- a. Parks & Forestry Staff Reports.

- b. Special Use permits. There is one permit request for the week of October 4-10, 2020 is a National Mental Illness Awareness Week. NAMI from Portage/Wood County requesting to place ribbons around Lake Wazeecha walking path. There are no issues from the committee to leaving the ribbons up for approximately a week and be taken down.

- c. 2021 Parks & Forestry fees. Where are we compared to adjacent counties? C. Schooley reviews the fees and asks Sandy to update the spreadsheet with the current year information. Our fees are on the average side as far as the adjoining counties. C. Schooley would like to address the dump station fee. Only for individuals not camping but want to utilize our dump station. Wisconsin Rapids currently charges \$10. We do not want to attract people to use our dump station that are not camping, so the fee should be comparable to the City. C. Schooley is requesting the dump station fee to \$10.

**A motion by D. LaFontaine to raise the dump station fee to \$12 and second by L. Thao. No discussion. Motion carried.**

- d. Emergency Management storm shelter building. C. Schooley handed out information he recently received from E.M. There are available funds through State and Federal Emergency Management programs to fund construction of a storm shelter building. E.M. made application for this project following the 2019 storms. The project has received tentative approval for a location at South Wood County Park. E.M. decided on this location based on the number of severe storms in the Lake Wazeecha area in recent history, and the number of large events held at this park. Anyone in the community would be able to use the shelter in times of severe weather. Wood County would be responsible for 12.5% of project cost, or approximately \$56,250. Schooley still has questions regarding this project, including design and use options for this building. C. Schooley just wanted to bring this before the committee so they are aware of it. As funds are concerned, in-kind work or donations could be used, as well as possibly the P&F Capital Projects non-lapsing funds. This is not currently budgeted for 2021. S. Christensen is requesting that a decision be made on if we would like to proceed with building plans by next month's meeting if possible. C. Schooley will bring this back to the November HIRC meeting.

**Motion made by D. LaFontaine to begin the planning for this project and second by A. Breu. Motion carried.**

J. Hokamp would like to at least have additional ideas of what this building could be used for. J. Hahn asked about the value of the land the building would be built on. The cost of real estate could go toward our share of the grant and C. Schooley would need to get clarification on this. D. LaFontaine asked about the public getting into the building and would it be open 24-7 and what about vandalism? S. Christensen suggested putting a system in there to unlock it during severe weather. It would not be open at all times and this would be determined between dispatch and Emergency Management – remote unlocking mechanism. This building can also be used for possibly longer-term use for example, loss of electricity in the area, medical needs, etc.

L. Thao asked if we could charge a usage fee if someone wanted to use the building for an event. Will this have a hindrance on whether or not we can obtain funds? C. Schooley's thoughts are to charge a user fee for this building for regular recreational events so we can re-coup some of the maintenance costs through user fees. B. Clendenning is requesting this be looked at by the Township of Grand Rapids before applying for grants. S. Christensen stated that in order to continue the approval process, we do need a preliminary floor plan, which will cost about \$3700 for a schematic design. All in-kind work and donations will be applied to the county's share.

- e. Wood County Wildlife Area Committee – Applicant for consideration to fill vacant position. F. Schubert placed the application into the packet. We have a vacancy on this committee. This will then be forwarded to the Chairman of the board where they appoint this individual.

**Motion by D. LaFontaine to approve applicant and move to County Board to approve and second by J. Hokamp. Motion carried.**

- f. Parks revenue report. Parks is going very strong in revenues. C. Schooley stated there have been approximately 4,000 additional camping unit nights compared to 2019. D. LaFontaine asked where this additional revenue would go. C. Schooley stated these additional would go towards reducing our department's tax levy. However, in years where there have been revenues exceeding the budgeted amount, the department has been allowed to place some of those funds into their Capital Projects non-lapsing account. If this is the case at the end of the year, Schooley stated he would make this request to the Committee.

- g. Forestry revenue report. F. Schubert stated it was a very slow month. We did receive our settlement for the performance bonds issue (discussed at previous meetings) which was \$35K, which is listed under parks miscellaneous revenue.
- h. Parks & Forestry vouchers. No discussion.

**Motion by D. LaFontaine and second by A. Breu to approve vouchers. Motion carried.**

Return to Item #6, ATV Trail System update.

15. Future Agenda Items

16. Set next regular meeting date: November 5, 2020 at 9:00am at *Wood County Highway Department*, 555 17<sup>th</sup> Ave North, Wisconsin Rapids, WI 54495

17. Adjournment. Meeting adjourned at 10:22 am.

***Recording Secretary: Sandra Green, Parks & Forestry, Office Supervisor***