

MINUTES OF THE HIGHWAY INFRASTRUCTURE & RECREATION COMMITTEE

DAY & DATE: December 4, 2014
PLACE: Wood County Highway Department, 555 17th Avenue
North, Wisconsin Rapids, WI 54495
MEETING TIME: 8:00 AM
ADJOURNMENT TIME: 12:55 PM
MEMBERS PRESENT: Chairman Allen Breu, Vice-Chairman Trent Miner,
Secretary Dennis Polach, Member Marion Hokamp, and
Member William Winch
OTHERS PRESENT: Park and Forestry Director Chad Schooley, Forest
Administrator Fritz Schubert, DNR Forestry Liaison Steve
Grant, Dispatch Manager Lori Heideman, Brian Haferman
(Hewitt Area Fire Dept.), Curt Pluke (Wood County
Wildlife Area Committee), Don Bohn (Grand Rapids Fire
Department), Neal Paisley & Wayne Hall (Wis DNR),
Brent Matthews (Wis Dot), Jeff Masephol (Central
Wisconsin ATV Club), Highway Commissioner Douglas
Passineau, County Engineer Roland Hawk, Patrol
Superintendent Bernie Karaliunas, Patrol Superintendent
Brandon Dammann, and 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 November 06, 2014 Highway, Infrastructure, and Recreation Committee and October 07, 2014 Wood County State Wildlife Area Advisory Committee.

Moved by Miner, seconded by Hokamp 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.

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

6. Park and Forestry Director report.

- a. C. Schooley passed out his 2014 performance evaluation and proposed 2015 goals to the Committee for their review to discuss later in the closed session.

- b. Special Use Permits

- ❖ Port Edwards Lions Club annual fisheree at Nepco Lake on January 25, 2015.
 - ❖ Closing Red Sands Beach for the Aqua Skiers for the purpose of practicing on July 5-8, 26, and August 2, 2015.
 - ❖ 2015 State Water Ski Show at Red Sands Beach. The area will be closed from July 11-21. The enclosed shelter and open shelter would be rented for this event from July 15-19. The fee will be waived for the duration of the setup, event, and clean up.
 - ❖ River Cities Nordic Ski Club Fundraiser at Nepco County Park on January 17, 2015 from 10-8 pm with the fee waived.

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

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

FORESTRY

7. The Forest Administrator Report was reviewed.

- a. Moved to item c. - Wood County Wildlife Area Lease Update/Discussion.

F. Schubert asked the Committee on how they would like to proceed with the lease agreement. He had written a letter about lease modifications to the DNR but hasn't gotten a response back. Neal Paisley from WisDNR would like to know what the Committee's thoughts are so he could bring it back for discussion with his supervisor. Right now, the Committee could decide to keep the land with a rate increase in the lease or sell the land to the DNR, which would take quite an amount of time to process and finalize. N. Paisley will work with F. Schubert to set up a date to talk about this issue further more in Babcock. Right now, tentative members to attend this meeting will be Park and Forestry Director Chad Schooley, Forest Administrator Fritz Schubert, Chairman

Allen Breu, and Curt Pluke from Wood County Wildlife Area Committee. The meeting date will be set up sometime in February.

b. Item a. – Timber Sale Update.

There's no revenue to report for the month of November. There are three (3) jobs going on right now with numbers expected to look really good for December.

c. Item b. -- November Timber Bids & Award Contracts

Moved by Miner, seconded by Hokamp to approve awarding contracts of the timber sales bids to the highest bidder. Motion carried unanimously.

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

8. Correspondence – C. Schooley received a Thank You card from the Arpin Volunteer Fire Department for waiving the setup fee for their Sportsmen's Banquet event in October.

9. Approve payment of bills.

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

10. Revenue Report was reviewed.

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

The Committee took a break at 9:19 am resuming at 9:37 am.

HIGHWAY

11. Discuss signing of the 2015 RMA (Routine Maintenance Agreement) – Brent Matthews.

B. Matthews noted that the RMA increased \$59,600 from last year. The total estimated 2015 County costs are 1.415 million.

Moved by Miner, seconded by Winch to approve signing of the 2015 RMA. Motion carried unanimously.

12. Discuss billing of detours to emergency services.

Local fire departments do not believe they should be receiving invoices from the Highway Department for being called out to setup detours for fire accidents. They don't have a billing system where they could recoup the money by billing the responsible party that had the damage done. Brian Haferman from the Hewitt Area Fire Department mentioned they only get \$500 in funds that they could use for costs incurred, and most of the time, that is not enough to cover a detour bill. Brent Matthews stated that if the accident occurred on a state highway and the fire department is not able bill the responsible party, he would have to do some research to see if the Highway Department could put it on the RMA. Another suggestion was that the Highway Department could just bill the responsible party directly; however, the department is not sure they are able to do that. They will be in contact with Corporation Counsel Peter Kastenholz to see what his thoughts are and bring this item back to the next committee meeting for discussion.

13. Discuss lane closures.

There was a discussion about how the Highway Department communicates road closures to the public, local law enforcements, local emergency services, etc. Depending on what sort of closure it is, the closure(s) could be notified through e-mail, county website, DOT, and to Dispatch. B. Haferman was wondering if there could be a way that they could be notified for closures more efficiently and instantaneous because they aren't always notified of every single one. Lori Heideman from Dispatch stated they use Nixle. Nixle is a service that provides an open communication forum connecting public safety, municipalities, schools, and the communities they serve. Anyone who wants information can subscribe to the particular agency (dispatch center, police dept., fire dept., schools, hospitals, etc.) and get updates and information through phone, e-mail, or web. The Highway Department will look into Nixle and hopefully be able to get road closures out to the public more efficiently.

14. Discuss Marshfield Salt Shed.

The department is planning to purchase materials this year yet through 2014 RMA funds for the construction of a 3500 ton salt shed at the Marshfield shop. A bid packet with specifications was put together to be advertised and sent out to Wheeler and other potential bidders for opening on Monday, December 22nd at 10 AM. After the shed is built, the DOT will reimburse the department. Brent Matthews mentioned that at some point he, the department, and Dan Shave (WisDOT) will have to sit down and put everything down in writing.

Moved by Miner, seconded by Polach to open bids on the specified date and time mentioned above and to authorize the Highway Department to accept the bid most advantageous to Wood County. Motion carried unanimously.

15. Discuss, and possibly act on, quotes for Auburndale Shop & Property.

Moved by Miner, seconded by Hokamp to accept the highest quote from Town/Village of Auburndale for \$155,000. Motion carried unanimously.

William Winch was excused at 11:00 am.

16. Discuss, and possibly act on, ordinance for Designating ATV routes.

Moved by Miner to accept ordinance. Motion died for a lack of a second.

17. Discuss, and possibly act on, funds transfer resolution.

Moved by Miner, seconded by Hokamp to approve funds transfer resolution and forward to County Board for approval. Motion carried unanimously.

18. Winter Road School -- The event is held on January 13th and 14th at Chula Vista. Interested parties should let the department know by December 12th.

19. Frac Sand Update -- Nothing to report.

20. Current Projects Update (see attached report).

21. Approve payment of bills.

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

22. Accounting Supervisor's Report was reviewed.

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

23. Correspondence

Due to debt service, the department will be quite busy next summer with county projects. D. Passineau would like the Committee's consensus to hire LTEs for the summer to help with maintenance such as mowing and brushing. The Committee did not have a problem with the idea, so D. Passineau will be in touch with Human Resources.

Moved by Miner, seconded by Hokamp to go into closed session pursuant to §19.85 (1)(c) Wisconsin Statutes for the purpose of evaluating the 2014 performance of the Highway Commissioner and Park and Forestry Director and for determining the goals and objectives for the 2015 evaluation. A roll call vote was taken: Breu-Yes; Miner-Yes; Hokamp-Yes; Polach-Yes; Winch-Excused. Motion carried unanimously.

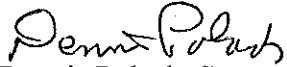
Trent Miner was excused at 12:02 pm.

Moved by Hokamp, seconded by Polach to return to open session at 12:53 pm. Motion carried unanimously.

24. Next meeting date: January 08, 2015 at the Wood County Courthouse, Room 115.

25. Motion to adjourn.

Moved by Polach, seconded by Hokamp to adjourn at 12:55 pm. Motion carried unanimously.

A handwritten signature in black ink, appearing to read "Dennis Polach". The signature is written in a cursive, flowing style.

Dennis Polach, Secretary

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