

MINUTES OF THE HIGHWAY INFRASTRUCTURE & RECREATION COMMITTEE

DAY & DATE: December 6, 2012
PLACE: Wood County Highway Department, Wisconsin Rapids Shop, 555 – 17th Avenue North, Wisconsin Rapids, WI 54495
MEETING TIME: 8:00 AM
ADJOURNMENT TIME: 11:43 AM
MEMBERS PRESENT: Chairman Allen Breu, Vice-Chairman Trent Miner, Secretary Dennis Polach, and Members Marion Hokamp and Gerald Nelson
MEMBERS EXCUSED: None
OTHERS PRESENT: Park Administrator Chad Schooley, Forest Administrator Fritz Schubert, Highway Commissioner Douglas Passineau, Accounting Technician John Peckham, Karen Madden (Daily Tribune), Tom Nelson (Citizen), Peter Manley (Wood County UW-Extension), and Steve Grant (WiDNR)

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.
1. Item #2 - Public comments. Tom Nelson, citizen of the Town of Dexter, spoke to the Committee about an ATV Club's desire to have county forest roads in Dexterville and other areas opened to ATV traffic, especially during the gun deer hunt to use for retrieving deer. He would like access from Dexterville to Pittsville. Nelson would also like ATVs to be able to travel short distances on county trunk highways to go from one local road to another. He was advised to put together a trail plan or proposed route and bring it back to the Committee.
2. Item #3 – Approve minutes of the October 9, 2012 Wood County State Wildlife Area Advisory Committee and November 1, 2012 Highway Infrastructure & Recreation Committee meetings.

**Moved by Miner, seconded by Polach to approve the minutes as presented.
Motion carried unanimously.**

3. Item #4 – JDQ Wage Survey discussion. This item was moved to later in the meeting.

PARKS

1. Item #5 –The Building and Grounds Supervisor Report was reviewed (see attached report).

Moved by Miner, seconded by Nelson to approve the Building and Grounds Supervisor Report. Motion carried unanimously.

2. Item #6 - The Office Manager Report was reviewed (see attached report).

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

3. Item #7 - The Park Administrator Report was reviewed (see attached report).

Item #7a. – Special Use Permits

Port Edwards Lions Club Fisheree Jan. 27, Nepco Lake. Shelter building is rented by club for the 26th and 27th.

Pittsville Lions Club February 3, Dexter Lake. Request the use of the shelter building. Fee has been waived in the past due to the volunteer work done by the club in the parks and donations made.

Fee waiver request from UW Extension for use of Nepco Park shelter building for the Woodlot Management Education Series. This is a 5 night series (all Monday nights) put on by UW Extension. This program was held at the shelter building a few years back, and the fee was waived at that time.

Schooley received a request from an individual to trap muskrats at Nepco Park. This individual has done so in the past.

Kiwanis Club Winter Event January 19, Nepco Park. The club will team up with the River Cities Nordic Ski Club's annual fundraising event from 8:00 AM – 4:00 PM. The fee for the ski club has been waived but Kiwanis is asked to contribute for the morning session.

Moved by Miner, seconded by Polach to approve the Special Use Permits with fee waivers for the UW-Extension and for the Pittsville Lions Club. Motion carried unanimously.

Item #7b. – 2013 Park User Fees Review and Possibly Update

Schooley presented a chart of comparable fees for Parks and Recreation activities in adjacent counties. He also verbally listed several areas where he believes the fees could be updated in order to bring them in line with those of neighboring counties. Fee changes included: X-country ski trail passes: daily- \$4.00 to \$5.00, annual- \$10.00 to \$15.00, family- \$25.00 to \$30.00. South Wood County Park Enclosed Shelter: \$150 to \$175/day. Boat Landing Parking Fees: daily- \$4.00 to \$5.00, annual- \$15.00 to \$20.00.

Moved by Hokamp, seconded by Nelson to accept Schooley's recommendations for the fee increases, effective January 1, 2013. Motion carried unanimously.

Schooley told the Committee that the Department has placed a number of items on auction including a '94 1 Ton Truck, a '93 Arctic Cat, a Polaris Snowmobile Trailer, a John Deere Lawn Mower, and 2 decks from Nepco Park. Items will be auctioned off at www.wisconsinsurplus.com.

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

FORESTRY

4. Item #8 - The Forest Administrator Report was reviewed (see attached report).

Item #8a. - Timber sale update and balance sheet were distributed.

Schubert informed the Committee that there is now a large stockpile of lumber due to favorable logging conditions last winter and this summer.

Item #8b. – Easements and Sale of Approximately .91 Acres in Relation to Goose Lane Abandonment

Schubert is working with Peter Kastenholz on the Goose Lane issue. Nothing new to report at this time.

Item #8c. – Wood County Forest Dam – Proposed Abandonment

Schubert has met with the DNR regarding Large Dams, of which one is located in a Wood County Forest. Currently, he is waiting to hear from Joe Behlen with some information before he proceeds on the issue of possible abandonment of the dam.

Item #8d. – Timber Bid Opening on 12/20/12

There will be a timber sale bid opening for 292 acres on December 20, 2012. Contracts will be awarded at the January HIRC meeting.

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

5. Item #9 – Old Business. Devon Koch, Eagle Scout, painted one of Wood County's Ranger Cabins. Schooley passed around a picture of the young man with others who were there to help.

Also, Terry Stelzer, Wood County Safety Director, has suggested that oversight committees review injuries, property losses, and liability claims. Schooley briefly discussed a current claim with the Committee.

6. Item #10 - New Business. Nothing to report.
7. Item #11 – Correspondence. Schooley gave the Committee members a copy of the 2013 Parks and Forestry Budget. Also, the Department received a thank-you card from the Arpin Fire Department for the use of the Powers Bluff shelter.
8. Item #12 – Approve payment of bills.

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

9. Item #13 – Revenue report.

Moved by Miner, seconded by Nelson to approve the revenue report. Motion carried unanimously.

The Committee recessed for a break at 9:30 AM.

The Committee reconvened at 9:39 AM.

10. Item #4 – JDQ Wage Survey discussion. At this time, the Committee returned to the JDQ Wage Survey discussion with Schooley and Highway Commissioner Douglas Passineau. They related that concerns of the employees and management include how the Pay for Performance plan will work, how the appeal process will be implemented, whether the plan can be put into action while ACT 10 is in the courts, and whether there will be an across the board raise for employees in 2013. Answers to their concerns were, respectively, unknown how the Pay for Performance plan will work at this time, employees will be able to appeal in January 2013 and the cost for the appeal is included in the initial Carlson/Dettman fee, affirmation that the plan can be put into action at this time, and that there will likely be no across the board raises in 2013.

HIGHWAY

11. Item #14 – DNR General Culvert Permits. The DNR is proposing that Counties take over the permitting process for all culverts over 24" diameter in their respective jurisdictions. As of today, this proposal has not been implemented.
12. Item #15 – Highway Memo of Understanding negotiations. A Memorandum of Understanding between WisDOT, Wisconsin Counties Highway Association (WCHA), and the Wisconsin Transportation Builders Association has been approved and may be effective for the 2013-2015 budget. Such an agreement might

curb the ability of counties to do construction work but could also increase their State funding for routine maintenance work.

13. Item #16 – Frac Sand Update. The Department has received payment from one of the frac sand companies with payment from another imminent. The negotiation process continues with Carbo Ceramic.
14. Item #17 – Equipment Update – Trucks. The Department is disappointed that the trucks they ordered have not yet been received from Monroe.
15. Item #18 – Discuss, and possibly act on, CTH BB Quit Claim Deeds.

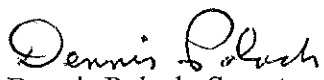
Moved by Miner, seconded by Hokamp to approve the Quit Claim Deeds to adjoining landowners as noted on the map (attached) and that Peter Kastenholz be consulted on whether the County Board must sign off on the quit claim. If so, this Committee approves that the Quit Claim Deeds be sent to County Board. Motion carried unanimously.

16. Item #19 - Current Projects Update. The current projects update was reviewed.
17. Item #20 – Approve payment of bills.

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

18. Item #21 – The Accounting Supervisor's report was reviewed.
19. Item #22 – Correspondence. Passineau reported that he is considering a plan to fix up CTH A by the Marshfield Shop and give the road to the City of Marshfield.
20. Item #23 – Next meeting date will be January 3, 2013 at the Wood County Courthouse, Room 115, at 8:00 AM.
21. Item #24 – Motion to adjourn.

Moved by Nelson, seconded by Polach to adjourn at 11:43 AM. Motion carried unanimously.


Dennis Polach, Secretary

Minutes taken by John Peckham, Highway Department Accounting Technician

BUILDING AND GROUNDS SUPERVISORS REPORT

December 6, 2012

By D. Quinnell

CURRENT PROJECTS

- The Dexter shower project is open and the deer hunters used it. Compliments from the hunters and campers.
- The Red Sands Beach Pavilion is complete.
- We are beginning the project at the Nepco shelter building. This is a 14' x 18' storage area added on to the east side of the building, specifically for storing tables and chairs. This project became more complex due to a new administrative rule. (All commercial building projects, no matter how small, must be reviewed by the state.)
- We are building a new tow line observation building on the lower end of the ski tow at the Powers Bluff winter sports area. The new building will be larger and will have the capability of observing the new property to the north.
- The roof replacement on the ranger cabin at Dexter camp ground will be our next project.

MAINTENANCE OPERATIONS

- All parks are closed for the winter. We are repairing tables and cutting dead trees in the parks.
- The Powers Bluff Ski Area is being prepared for the winter season.

EMPLOYEE MATTERS

- CPR and First-aid class is being held on November 29, 2012 for all full time field employees and park rangers.

There will be an employee meeting on December 19, 2012 at Nepco shelter.

OFFICE MANAGER REPORT

December 06, 2012

By: H. Gehrt

Program Reports:

Snowmobile:

Signs have been ordered for the season and I am just waiting for them to arrive to inventory and distribute to clubs.

I will be attending a funding meeting in Hurley on December 06 & 07 to ask for additional funding for a bridge that was already approved. Additional funding is required for engineering costs.

ATV:

The ATV Area was closed for the nine day deer gun hunting season November 17-25.

OTHER:

I am starting to compile the Powers Bluff Schedule for the 2012-2013 season. It looks like we will need to hire additional seasonal staff due to WRS hour constraints. It looks like we will also end up needing to hire first responders for the Bluff.

I have been compiling the Red Sand Beach Pavilion reimbursement to the State and will send that out this week.

I have been compiling the timber sale bid information and will be mailing the packets out this week and advertising for bids.

Park Administrator Report

By Chad Schooley, Park Administrator

December 6, 2012

HIRC meeting

- I have been working with Progressive Landscaping and Lawn Care, and B&B Lawn Care on finalizing a 3 year contract for mowing in our parks.
- Fritz and I attended a meeting with DNR representatives regarding dams located within the Wood County Wildlife Area. The meeting was to come up with an agreeable way to maintain and inspect these dams in the future, and who is the responsible party for these issues. We will continue working on this.
- I am still awaiting 2 more estimates for installing monitoring equipment at the Dexter Dam.
- The Pittsville Lions Club invited me to speak at their November 21st meeting. I gave a talk regarding projects that we have been working on in the parks. I also thanked all of the members for contributing \$1,000.00 towards the stocking of Northern Pike in Lake Dexter. There were a lot of good questions from the group regarding our parks and forest areas.
- A Department Head meeting was held on 11-28 to discuss wage study issues. E. Reed will be forwarding concerns to Executive Committee.
- Work continues on the tear down of the two barns on the new property north of Powers Bluff. We have hired a company to remove asbestos from the house on the property.
- I have included a 3 year summary of our park fees in the packet. I will bring along comparables from adjoining counties for your review at the meeting.

December Events

- 8 Shelter reservations

SPECIAL USE PERMITS

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- Pittsville Lions Club February 3, Dexter Lake. Request the use of the shelter building. Fee has been waived in the past due to the volunteer work done by the club in the parks and donations made.
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FOREST ADMINISTRATOR REPORT

December 06, 2012

By: F. Schubert

FOLDER BALANCES AS OF 11-30-2012					
JOB NUMBER	CONTRACTOR	ENDING MONTH BALANCE	CONTRACT AWARD	PAYMENTS RECEIVED	YEAR AWARDED
658	FUTUREWOOD CORPORATION	\$ -	\$ 74,207.60	\$ 11,308.35	2008
689	TWIN FOREST PRODUCTS	\$ 11,238.03	\$ 46,049.30	\$ 2,319.39	2011
702	KOERNER FOREST PRODUCTS	\$ 3,285.10	\$ 27,631.00	\$ 13,597.63	2012
				\$ 27,225.37	
FORESTRY TOTAL = \$496,890.22					

Timber Sale Activity (November)

Jobs Started: #696 Biewer Lumber
#704 Eric Brock

Jobs Continuing/Reactivated: #676 Burt Collins Logging
#680 Lambert Forest Products
#685 Twin Forest Products
#689 Twin Forest Products
#695 Futurewood
#702 Koerner Forest Products

Jobs Gone Inactive: #658 Futurewood

Jobs Finished: None

Current Projects Update

By Douglas Passineau, Highway Commissioner

December 6, 2012
HIRC meeting

Construction

- Pave on various County Trunk Highways as well as in Towns and Villages
- Repair road crossing for railroad
- Paving for Wood County Parks
- Replace culverts for various towns

General Maintenance

- Patch on various County Trunk Highways as well as in Towns and Villages
- Paving and grading work for pipeline on the county system
- Regrade Lone Pine Road in the Town of Seneca
- Regrade Town of Hiles' Kurt Creek Road
- Erect snowfence on County and State roads
- Cut brush for the Town of Grand Rapids
- Shouldering for WisDOT on STH 173
- Shop crew is setting up trucks for winter – plows, wings, and sanders.
- Prepare salt brine as an anti-ice solution on County and State roads.
- Have a safety day for all employees on 11/15/12.
- Grade shoulders on County and State highways.
- Replace signs on County and State.
- Mix salt/sand for the winter.

Road Closures - Highway Department

There are no road closures on the County system at this time.

MARSHFIELD

BB

406

406

CSM 2212-08-112

DOT TO AIRPORT
1.31 AC.

406

406

CSM 2293-08-193

410

CSM 4884-17-84

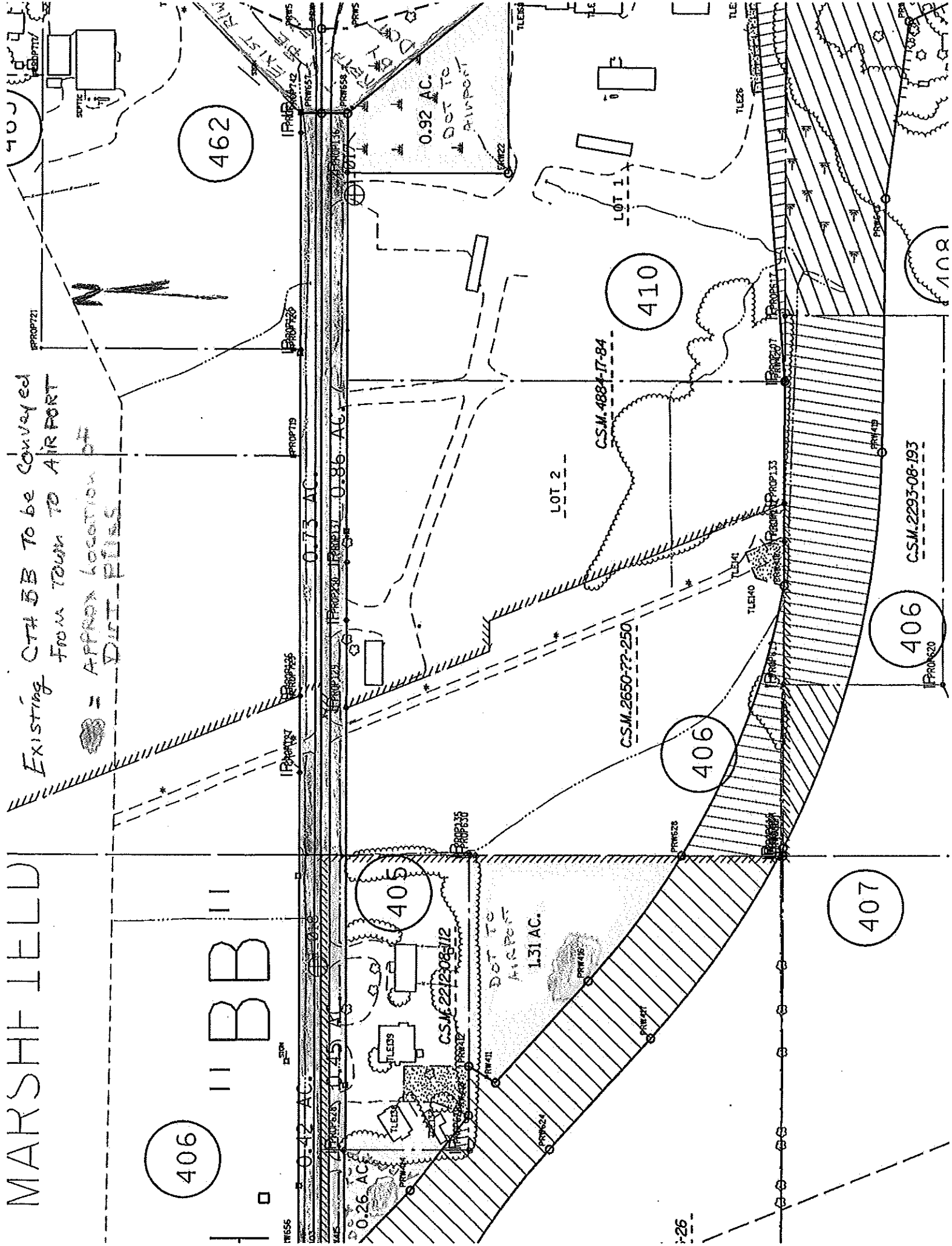
LOT 2

CSM 2650-??-250

462

0.92 AC.
DOT TO AIRPORT

Existing CTH BB To be Conveyed
FROM TOWN TO AIRPORT
B = APPROX LOCATION OF
DITCHES



Wood County Highway Infrastructure and Recreation Committee Meeting

12/6/12

DATE _____

[illegible]