

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

**DAY & DATE:** January 09, 2014  
**PLACE:** Wood County Courthouse, 400 Market St., Wisconsin Rapids, WI 54494, Room 115  
**MEETING TIME:** 8:00 A.M.  
**ADJOURNMENT TIME:** 11:35 A.M.  
**MEMBERS PRESENT:** Chairman, Al Breu; Vice-Chairman, Trent Miner; Secretary, Dennis Polach; Member Marion Hokamp, and Member Gerald Nelson  
**OTHERS PRESENT:** Highway Commissioner Doug Passineau; Highway Accounting Supervisor John Peckham; Office Supervisor, Heather Gehrt; Park and Forestry Director Chad Schooley; Forest Administrator, Fritz Schubert; DNR Forestry Liaison, Steve Grant; Lance Pliml, County Board Chairman; Chris & Lisa Rexin; Arden Berry; Don Smith; Joe Jensen; and Linda Mattson.

1. Chairman A. Breu called the meeting to order at 8:00 A.M.
2. Public comments: None
3. The minutes of the December 05, 2013 Highway Infrastructure & Recreation Committee meeting were reviewed.

**A motion was made by D. Polach and seconded by G. Nelson to approve the above-mentioned minutes. Motion carried.**

4. Fuel acquisition quotes were discussed.

**A motion was made by T. Miner and seconded by D. Polach to accept the low quote from Central Wisconsin Co-Op for fuel. Motion carried.**

5. D. Passineau request and resolution to attend Transportation Development Association Conference in Washington D.C. in April 2014.

**A motion was made by T. Miner and seconded by D. Polach to sign the resolution for out-of-state travel for D. Passineau in April and forward to the County Board for their approval. Motion carried.**

6. Budget resolution to transfer funds from various functions to correct accounts and use contingency money for snow removal account.

**A motion was made by T. Miner and seconded by G. Nelson to sign the budget resolution and forward to County Board for their approval. Motion carried.**

7. Bureau of Indian Affairs (B.I.A.) Conference highlights. Wood County Highway received \$360,000 for Co. Hwy. GG for project year 2014 and \$450,000 for Co. Hwy. Q for project year 2015.

8. 2014-2018 Capital Improvement Plan was reviewed.

**A motion was made by T. Miner and seconded by M. Hokamp to approve the 2014-2018 Capital Improvement Plan. Motion carried.**

9. Frac Sand Update—Contracts have now been signed with Completion and Panther Creek.

10. Current Projects Update. (see attached sheet)

11. The monthly bill listing was reviewed.

**A motion was made by T. Miner and seconded by D. Polach to approve the monthly bill listing. Motion carried.**

12. Accounting Supervisor's report was reviewed.

**A motion was made by T. Miner and seconded by G. Nelson to approve the Accounting Supervisor's report. Motion carried.**

13. Correspondence.

--Map of Winter Severity and salt cost uses.

--Handout of snowfall to date by County.

--Safety/Risk Management report.

14. Construction Supervisor's report was reviewed. (see attached sheet)

**A motion was made by T. Miner and seconded by G. Nelson to approve the Construction Supervisor's report. Motion carried.**

15. Office Supervisor's report was reviewed. (see attached sheet)

**A motion was made by T. Miner and seconded by D. Polach to accept the Office Supervisor's report. Motion carried.**

16. Park and Forestry Director's report was reviewed. (see attached sheet)

- 2014 Department Workplan was presented with Department goals and objectives.
- Joel Jensen, from the Wilderness Sportsmen's Club attended this portion of the meeting to discuss possible improvements to the Wood County Rifle Range. There is a 75% cost share grant available to do improvements to public shooting ranges. Joe discussed some ideas of making the range safer like putting up 20' berms between shooting lanes and possibly adding on some 200' shooting lanes. There are some concerns about costs and about the ADA compliance if funds are used. There was another thought of trying to reclaim the land in the berms to possibly generate money to offset costs that could be looked into. The Committee directed Joe to work with Keith Warnke, Hunting & Shooting Sports Coordinator with the Bureau of Law Enforcement and see if he could come do a site visit to get the ball rolling on estimates and such for that area and then report back to the Committee at a future date.
- A copy of the Lake Dexter dam inspection report was discussed. Some of the repairs that can be done in house are to remove some brush, fill and seal small cracks in the foundation, and monitor water leakage through the gate seals.  
The monitoring system for the dam is currently being worked on but due to weather will not be completed until early 2014. After all department expenses are determined, there will be a request to carry over capital outlay funds from 2013 to finish this project.
- Special Use Permit for Kiwanis Club Outdoor Youth Skills Event at Nepco County Park on 01/18/2014.
- Special Use Permit for Pittsville Lions Club Fishery at Lake Dexter on 02/02/2014. Fee waiver requested for shelter.
- Special Use Permit for Ice Races at Lake Dexter on 02/16/2014.

**A motion was made by T. Miner and seconded by G. Nelson to approve the above-mentioned special use permits with the shelter fee waiver for the Pittsville Lions Club. Motion carried.**

**A motion was made by T. Miner and seconded by D. Polach to approve the Park and Forestry Director's report. Motion carried.**

17. Forest Administrator's Report was reviewed. (see attached sheet)

- Move to Item C: Land Trade Resolution was discussed. According to the Wood County Forest Land transaction Policy, it will be necessary to hold a public informational meeting prior to committee approval of the resolution and sending it to County Board. It was decided to have the public informational meeting on January 21<sup>st</sup> prior to the county board

meeting. The public informational meeting will be followed by a special HIRC committee meeting (also prior to county board) for the purpose of discussing/approving the resolution. The resolution will be reviewed at the next HIRC meeting which will be 01-21-2014 in Room 114.

- The 2014 Forestry Workplan and resolution were reviewed.

**A motion was made by T. Miner and seconded by D. Polach to approve the 2014 Forestry Workplan, sign the resolution, and forward to County Board for their approval. Motion carried.**

- State Aid Forestry Budget Resolution for unanticipated revenues.

**A motion was made by M. Hokamp and seconded by G. Nelson to sign the budget resolution and forward to County Board for their approval. Motion carried.**

- The timber sale update was distributed. This is a record year, breaking last year's record by a few thousand dollars. There will be a Forestry Financial Audit with the State on 01-24 & 01-25-2014.

**A motion was made by T. Miner and seconded by G. Nelson to approve the Forest Administrator's report. Motion carried.**

18. Correspondence.

- Monthly equipment and workers comp claims reports for Park & Forestry Department—none to date.
- Cross-Country Ski trail passes policy review.

19. The monthly bill listing was reviewed.

**A motion was made by T. Miner and seconded by D. Polach to approve the monthly bill listing. Motion carried.**

20. The revenue report was reviewed.

**A motion was made by G. Nelson and seconded by M. Hokamp to approve the revenue report. Motion carried.**

**A motion was made by T. Miner and seconded by D. Polach to go into closed session pursuant to §19.85 (1) (c) Wisconsin Statutes to discuss evaluations of Park and Forestry Director and Highway Commissioner. A roll call vote was taken: Breu-Yes; Hokamp-Yes; Miner-Yes; Nelson-Yes; Polach-Yes; Motion carried.**

**A motion was made by T. Miner and seconded by G. Nelson to return to open session. Motion carried.**

**A motion was made by T. Miner and seconded by G. Nelson to adjourn at 11:35 A.M. Motion carried.**

A handwritten signature in black ink, appearing to read "Dennis Polach". The signature is fluid and cursive, with the first name "Dennis" and last name "Polach" clearly distinguishable.

Dennis Polach, Secretary

Minutes taken by Heather Gehrt, Park & Forestry Office Supervisor