



Sawyer County

Agenda

Public Works Committee Meeting
Wednesday, January 13, 2021 @ 6:30 PM
Assembly Room/Virtual Meeting

Page

1. CALL TO ORDER

- a. The public is **strongly encouraged** to access the public meeting remotely due to public health and safety concerns. To view or participate in the **virtual meeting** from a computer, iPad, or Android device please go to <https://zoom.us/j/97982898675>. You can also use the dial in number for listening only at 1-312-626-6799 with the Webinar ID: 979 8289 8675. If additional assistance is needed please contact the County Clerk's Office at 715-634-4866 prior to the meeting.
- b. If you are on a computer, click the "Raise Hand" button and wait to be recognized.
- c. If you are on a telephone, dial *9 and wait to be recognized.

2. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW AND ROLL CALL

3. MEETING AGENDA

4. PUBLIC COMMENTS

5. MINUTES FROM PREVIOUS MEETING

- a. [Public Works 12-9-2020](#)

6. HIGHWAY COMMISSIONER'S REPORT

- a. Highway Commissioner's Report January 2021
[January 2021 Highway Commissioner Report](#)
- b. Fund Balance
[2020 November Fund Balance](#)
- c. Overtime Report
[LaborAudit-Overtime-Main Highway Dept.](#)

7. MAINTENANCE DEPARTMENT REPORT

- 9 a. Maintenance Report January 2021
[Maintenance Report January 2021](#)
- b. Project report

8. SAWYER COUNTY AIRPORT REPORT

- 10 - 11 a. Hayward Aviation (contracted Airport management) report
[Airport Report Jan 2021](#)
- b. Report of Entitlements: Received, spent, and remaining
- 12 - 36 c. Terminal Remodel Discussion & Possible Action
[Hayward Airport Pricing 10 26 20](#)
[Hayward Airport Selections](#)
[Hayward Airport Layout 1 8 21](#)
[Hayward Remodel Request](#)
- d. Renewal of Hangar Leases Discussion & Possible Action
- 37 - 38 e. Notices to Airmen (NOTAMs) Discussion of Purpose & Process of Issuance
[Email from DOT Regarding NOTAM Expectations](#)

9. FUTURE AGENDA ITEMS

10. OTHER MATTERS FOR DISCUSSION ONLY

A quorum of the County Board of Supervisors or of any of its committees may be present at this meeting to listen and observe. Neither the Board nor any of the committees have established attendance at this meeting as an official function of the Board or committee(s) or otherwise made a determination that attendance at the meeting is necessary to carry out the Board or committee's function. The only purpose for other supervisors attending the meeting is to listen to the information presented. Neither the Board nor any committee (other than the committee providing this notice and agenda) will take any official action with respect to this noticed meeting.

Draft

Minutes of the meeting of the Public Works Committee; Sawyer County Board of Supervisors
December 9; 6:30 p.m.; Assembly Room, Sawyer County Courthouse

Members present: Ron Kinsley, Marc Helwig-V, Ed Peters, Susie Taylor-V, Dale Olson-V

Others present: Tom Hoff, Carol Williamson, Tim Hagberg-V, Mike Coleson, Gary Gedart,
Rebecca Roeker-V

Chair Kinsley called the meeting to order at 6:30.

Motion by Helwig, 2nd by Peters, to approve the minutes of the November 4, 2020 meeting.
Motion carried

Airport Manager Derek Leslie provided the Committee an airport management report including
available state entitlements.

Resolution needed to terminate White Eagle hangar lease agreement. Motion by Helwig, 2nd by
Olson, to approve and forward to full County Board. Motion carried

Apron and Taxi Lanes plan is a spring 2021 project.

Highway Commissioner Gary Gedart provided a report to the Committee. Hired two employees.
Advertising for a mechanic. All set for County Road Bridge project. Waiting for State bid letting
in March. The state will cover 80% of the project costs. The County's 20% share is \$122,000.
Gedart working with LCO for tribal funding through BIA. Will receive \$200,000 reimbursement
toward County B project through MLS Program. Committee received the Fund Balance and
Overtime Reports.

Maintenance Supervisor Tim Hagberg provided a written report and reported to the Committee
virtually. Staff busy cleaning and disinfecting work areas.

City of Hayward and the County have signed the 5th Street Agreement. City planning extension
of California Avenue in the spring of 2021.

Adjourned 6:46

Minutes prepared by Sawyer County Clerk Carol Williamson

Highway Commissioner Report January, 2021

The crew has been out performing snow and ice control on state and county highways. It was a busy holiday season as the storm hit on 12/22/20 and the road conditions remained slippery through Christmas Eve and Christmas Day.

The brushing project on CTH B is almost complete with just a few brush piles remaining to be burned. We did receive approval from LCO to brush that portion of STH 27/70 near Signor and that project will begin soon.

Both the Driver Operator positions have been filled with the hiring of Scott Prochaska and Garrett Eide. Both of the new hires have already been trained and have been in a plow truck performing snow and ice control procedures.

An interview for the position of Shop Mechanic was held on Wednesday, January 6, 2021. No hiring decisions have been made at this time.

There are currently no employees out on worker's compensation.

The crew continues to work under Covid-19 guidelines established by the Sawyer County Public Health Officer. There are currently seven highway department employees who have contracted Covid-19 and all have returned to work.

**SAWYER COUNTY HIGHWAY DEPARTMENT
NOVEMBER FUNDS BALANCE**

	<u>November 2020</u>		<u>November 2019</u>	
	<u>Debits</u>	<u>Credits</u>	<u>Debits</u>	<u>Credits</u>
	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>
COMPONENTS				
TREASURERS CASH	\$ 51,878.38		\$ 264,426.02	
PETTY CASH	\$ 50.00		\$ 50.00	
ACCOUNTS RECEIVABLE	\$ 12,810.95		\$ 56,268.58	
ACCOUNTS RECEIVABLE OTHER	\$ 1,643.17		\$ (0.01)	
DUE FROM STATE	\$ 188,036.90		\$ 389,386.33	
ACCOUNTS PAYABLE	\$ (105,149.99)		\$ (139,817.20)	
EQUIPMENT STORAGE - AUDIT ADJ				
TRANSFER FROM GENERAL FUND	\$ -		\$ -	
	<u>\$ 149,269.41</u>		<u>\$ 570,313.72</u>	
FUNDS				
ADMINISTRATION	\$ (77,002.57)		\$ (42,842.18)	
MATERIALS AND SUPPLIES	\$ (377,178.59)		\$ (314,593.59)	
MACHINERY	\$ 176,418.85		\$ 351,238.08	
CTH GENERAL MAINTENANCE	\$ (31,334.19)	\$ (0.00)	\$ (270,027.05)	\$ -
CTH WINTER MAINTENANCE	\$ (716,871.74)		\$ (724,816.36)	
CTH ROAD CONSTRUCTION	\$ 889,244.42		\$ 1,294,082.77	
CTH BRIDGES	\$ 227,547.05		\$ 242,596.80	
COUNTY AID FOR BRIDGES	\$ 78,959.54		\$ 82,102.55	
WORK FOR OTHERS	\$ (8,564.75)		\$ (11,011.92)	
WORK FOR STATE	\$ (5,048.08)		\$ (37,006.75)	
INCIDENTAL LABOR	\$ (6,900.53)		\$ 591.37	
	<u>\$ 149,269.41</u>		<u>\$ 570,313.72</u>	
ADMINISTRATION				
BALANCE 1/1/2020	\$ 1,124.74	\$ -	\$ -	\$ 8,652.81
PROPERTY TAX	\$ -	\$ 137,800.00	\$ -	\$ 129,570.00
STATE REVENUE (RECORDS/REPORTS)		\$ 35,949.53		\$ 43,383.70
BUILDINGS/GROUNDS (10%)	\$ 6,396.01		\$ 8,548.00	
ADMINISTRATION	\$ 251,587.91	\$ 8,356.56	\$ 229,740.16	\$ 13,839.47
	\$ 259,108.66	\$ 182,106.09	\$ 238,288.16	\$ 195,445.98
BALANCE 11/30/2020		<u>\$ (77,002.57)</u>		<u>\$ (42,842.18)</u>
MATERIALS AND SUPPLIES				
BALANCE 1/1/2020	\$ 395,777.88	\$ -	\$ 383,401.27	\$ -
MATERIAL AND SUPPLIES INV 1/1/2020	\$ -	\$ 370,706.50	\$ -	\$ 358,329.89
MATERIALS AND SUPPLIES - CURRENT	\$ 352,107.21		\$ 289,522.21	
	\$ 747,885.09	\$ 370,706.50	\$ 672,923.48	\$ 358,329.89
BALANCE 11/30/2020		<u>\$ (377,178.59)</u>		<u>\$ (314,593.59)</u>

	<u>November 2020</u>		<u>November 2019</u>	
	<u>Debits</u>	<u>Credits</u>	<u>Debits</u>	<u>Credits</u>
	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>
MACHINERY				
BALANCE 1/1/2020	\$ -	\$ 323,278.24	\$ -	\$ 330,386.56
PROPERTY TAX	\$ -	\$ -	\$ -	\$ -
FIELD SMALL TOOLS	\$ 15,162.45	\$ 3,926.11		\$ 7,795.02
SMALL TOOLS FEE		\$ -		\$ -
SHOP OPERATIONS	\$ 86,741.48		\$ 76,775.40	
OPERATION OF EQUIPMENT		\$ 427,021.77		\$ 528,683.23
WINTER READINESS REIMBURSEMENT		\$ 20,136.00		\$ -
SALE OF EQUIPMENT		\$ -		\$ -
FUEL HANDLING		\$ 2,993.88	\$ 348.24	
FUEL TAX REFUND		\$ 3,598.61		\$ 4,131.33
INSURANCE RECOVERIES		\$ -		\$ 4,806.16
SALE OF SALVAGE		\$ 626.70		\$ 960.75
PURCHASE OF EQUIPMENT	\$ 503,258.53		\$ 448,401.33	
	<u>\$ 605,162.46</u>	<u>\$ 781,581.31</u>	<u>\$ 525,524.97</u>	<u>\$ 876,763.05</u>
BALANCE 11/30/2020		<u>\$ 176,418.85</u>		<u>\$ 351,238.08</u>
CTH GENERAL MAINTENANCE				
BALANCE 1/1/2020	\$ 278,604.15	\$ -	\$ 28,485.67	\$ -
PROPERTY TAX	\$ -	\$ 75,042.00	\$ -	\$ 13,868.00
TRANSPORTATION AIDS		\$ 849,457.84		\$ 738,658.99
STATE REVENUE-OTHER		\$ 74,511.41		\$ 68,288.87
PATROL SUPERVISION	\$ 108,313.74		\$ 93,282.92	
RADIO EXPENSE	\$ 9,590.80		\$ 5,759.00	
GPL INSURANCE	\$ 68,000.00		\$ 68,025.00	
SALT REIMBURSEMENT		\$ 1,426.13		\$ 918.24
LRIP REIMBURSEMENT		\$ 99,995.65		\$ -
BUILDINGS/GROUNDS (90%)	\$ 57,564.07		\$ 76,931.98	
STATE EQUIPMENT STORAGE		\$ 39,116.66		\$ 31,350.41
CTH GENERAL MAINTENANCE	\$ 693,396.53		\$ 854,743.57	
FLOOD DAMAGE AID		\$ 42,285.91		\$ -
MISCELLANEOUS REVENUE		\$ 2,299.50		\$ 4,116.58
	<u>\$ 1,215,469.29</u>	<u>\$ 1,184,135.10</u>	<u>\$ 1,127,228.14</u>	<u>\$ 857,201.09</u>
BALANCE 11/30/2020		<u>\$ (31,334.19)</u>		<u>\$ (270,027.05)</u>
CTH WINTER MAINTENANCE				
BALANCE 1/1/2020	\$ 897,875.82	\$ -	\$ 671,436.06	\$ -
PROPERTY TAX	\$ -	\$ 615,000.00	\$ -	\$ 595,000.00
CTH WINTER MAINTENANCE	\$ 433,995.92		\$ 648,380.30	
	<u>\$ 1,331,871.74</u>	<u>\$ 615,000.00</u>	<u>\$ 1,319,816.36</u>	<u>\$ 595,000.00</u>
BALANCE 11/30/2020		<u>\$ (716,871.74)</u>		<u>\$ (724,816.36)</u>
CTH ROAD CONSTRUCTION				
BALANCE 1/1/2020	\$ -	\$ 1,312,471.07	\$ -	\$ 1,221,565.36
PROPERTY TAX	\$ -	\$ 1,209,612.00	\$ -	\$ 1,471,910.00
CHIP REIMBURSEMENT		\$ -		\$ -
LFA		\$ 16,639.72		\$ -
FUTURE PROJECTS	\$ -		\$ -	
CTH ROAD CONSTRUCTION	<u>\$ 1,649,478.37</u>		<u>\$ 1,399,392.59</u>	
	<u>\$ 1,649,478.37</u>	<u>\$ 2,538,722.79</u>	<u>\$ 1,399,392.59</u>	<u>\$ 2,693,475.36</u>
BALANCE 11/30/2020		<u>\$ 889,244.42</u>		<u>\$ 1,294,082.77</u>

	<u>November 2020</u>		<u>November 2019</u>	
	<u>Debits</u>	<u>Credits</u>	<u>Debits</u>	<u>Credits</u>
	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>
CTH BRIDGES				
BALANCE 1/1/2020	\$ -	\$ 241,145.52	\$ -	\$ 245,157.22
PROPERTY TAX	\$ -	\$ 14,000.00	\$ -	\$ -
CTH BRIDGE INSPECTIONS	\$ 27,598.47		\$ 2,560.42	
BIKE TRAIL (2020)/BIKE TRAIL (2016)		\$ -		\$ -
	<u>\$ 27,598.47</u>	<u>\$ 255,145.52</u>	<u>\$ 2,560.42</u>	<u>\$ 245,157.22</u>
BALANCE 11/30/2020		<u>\$ 227,547.05</u>		<u>\$ 242,596.80</u>
COUNTY AID ON BRIDGES				
BALANCE 1/1/2020	\$ -	\$ 80,936.05	0	\$ 166,978.52
BRIDGE AID REVENUE	\$ -	\$ 53,725.00	\$ -	\$ 74,500.00
COUNTY BRIDGE AID		\$ -		\$ -
DEFERRED REVENUE - TOWNSHIPS				
BRIDGE AID EXPENSE	\$ 55,701.51		\$ 159,375.97	
	<u>\$ 55,701.51</u>	<u>\$ 134,661.05</u>	<u>\$ 159,375.97</u>	<u>\$ 241,478.52</u>
BALANCE 11/30/2020		<u>\$ 78,959.54</u>		<u>\$ 82,102.55</u>
WORK FOR OTHERS				
BALANCE 1/1/2020	\$ 11,990.68	\$ -	\$ 9,324.02	\$ -
REVENUE FROM OTHERS		\$ 264,145.97		\$ 424,839.55
WORK FOR OTHERS	<u>\$ 260,720.04</u>		<u>\$ 426,527.45</u>	
	<u>\$ 272,710.72</u>	<u>\$ 264,145.97</u>	<u>\$ 435,851.47</u>	<u>\$ 424,839.55</u>
BALANCE 11/30/2020		<u>\$ (8,564.75)</u>		<u>\$ (11,011.92)</u>
WORK FOR STATE				
BALANCE 1/1/2020	\$ -	\$ 2,097.67	\$ -	\$ 2,097.67
REVENUE FROM STATE		\$ 702,053.45		\$ 889,772.03
STATE PBM EXPENSES	\$ 59,527.37	\$ 76,733.40	\$ 54,074.04	\$ -
STATE MAINTENANCE	<u>\$ 726,405.23</u>		<u>\$ 874,802.41</u>	
	<u>\$ 785,932.60</u>	<u>\$ 780,884.52</u>	<u>\$ 928,876.45</u>	<u>\$ 891,869.70</u>
BALANCE 11/30/2020		<u>\$ (5,048.08)</u>		<u>\$ (37,006.75)</u>
INCIDENTAL LABOR				
BALANCE 1/1/2020	\$ -	\$ -	\$ -	\$ -
EXPENSES	\$ 795,413.18		\$ 810,374.02	
REVENUES		\$ 788,512.65		\$ 810,965.39
	<u>\$ 795,413.18</u>	<u>\$ 788,512.65</u>	<u>\$ 810,374.02</u>	<u>\$ 810,965.39</u>
BALANCE 11/30/2020		<u>\$ (6,900.53)</u>		<u>\$ 591.37</u>

GENERAL PROPERTY TAXES

\$2,105,179.00

\$2,284,848.00

Sawyer County Highway Department Overtime Report

1/5/2021

<u>Month</u>	COUNTY HOURS					STATE HOURS				
	2021	2020	2019	2018	2017	2021	2020	2019	2018	2017
January	0.00	87.25	25.75	82.50	123.75	0.00	252.50	129.00	234.50	285.50
February	0.00	64.50	258.00	121.50	45.25	0.00	58.50	543.50	250.00	118.00
March	0.00	43.25	134.00	87.50	38.75	0.00	88.50	154.75	103.50	106.50
April	0.00	34.00	68.25	193.25	8.00	0.00	60.50	70.75	192.50	30.50
May	0.00	-6.00	28.00	23.50	45.00	0.00	24.50	1.00	7.25	0.00
June	0.00	12.75	6.00	109.50	416.00	0.00	27.75	2.00	33.50	27.50
July	0.00	155.25	264.75	342.50	190.25	0.00	16.00	15.50	32.50	133.25
August	0.00	175.00	85.25	64.50	197.75	0.00	7.25	0.50	46.00	3.00
September	0.00	79.00	14.50	276.50	51.50	0.00	24.00	4.00	9.50	4.00
October	0.00	110.50	22.25	36.75	63.75	0.00	51.50	54.50	6.00	40.25
November	0.00	164.00	240.75	224.50	176.25	0.00	132.50	193.75	206.50	169.75
December	0.00	326.75	388.25	220.00	238.25	0.00	256.50	312.75	195.00	199.50
TOTALS	0.00	1,246.25	1,535.75	1,782.50	1,594.50	0.00	1,000.00	1,482.00	1,316.75	1,117.75

<u>Month</u>	COUNTY WAGES					STATE WAGES				
	2021	2020	2019	2018	2017	2021	2020	2019	2018	2017
January	0.00	2,955.59	819.77	2,739.98	4,075.03	0.00	8,232.03	4,183.26	7,557.13	9,244.31
February	0.00	2,193.37	8,316.90	3,974.79	1,454.37	0.00	1,888.70	17,734.95	8,070.18	3,841.90
March	0.00	1,451.06	4,311.36	2,818.56	1,326.44	0.00	2,935.84	5,007.84	3,305.42	3,463.95
April	0.00	1,173.02	2,154.70	6,143.47	270.50	0.00	2,026.73	2,309.81	6,288.45	1,000.14
May	0.00	-171.51	918.13	775.83	1,471.80	0.00	751.22	32.57	231.02	0.00
June	0.00	410.78	198.96	3,548.04	11,771.25	0.00	877.19	65.13	1,082.23	903.60
July	0.00	4,774.96	8,037.74	10,273.98	5,473.15	0.00	531.86	514.33	963.78	3,567.89
August	0.00	5,552.54	2,557.77	1,959.79	5,643.01	0.00	244.09	8.25	1,471.37	105.44
September	0.00	2,461.94	490.92	8,598.81	1,698.96	0.00	824.69	132.98	320.61	128.34
October	0.00	3,580.20	685.51	1,208.96	2,110.60	0.00	1,722.57	1,802.21	195.24	1,302.79
November	0.00	5,303.69	8,066.69	7,189.69	5,820.65	0.00	4,269.56	6,395.35	6,779.25	5,432.53
December	0.00	10,768.25	12,824.10	7,069.89	7,594.96	0.00	8,436.65	10,272.11	6,357.07	6,438.27
TOTALS	0.00	40,453.89	49,382.55	56,301.79	48,710.72	0.00	32,741.13	48,458.79	42,621.75	35,429.16

Maintenance Report January 2021

Along with routine maintenance and snow removal, the following maintenance projects were started or completed in December:

I. Courthouse:

- Assembled and installed two new desks for Clerk of Courts.
- Moved Coroner's office from County Clerk's area to vacated U.W. Extension office in the basement of the 1962 portion of the courthouse.
- Ran conduit, electrical wiring, and data lines for the installation of door remotes and security camera for Administration wing and Accounting area.
- Installed card pass lock and door closer on employee breakroom door to increase employee security.
- We have started renovating the WIC area. The goal is to combine two small exam rooms into one larger room.
 - So far, the demolition process has included removing any necessary electrical and data conduits, plumbing pipes and fixtures that were located in the wall separating the two rooms.

II. Sheriff's Department:

- Due to unforeseen shipping delays on critical components, the new jail boiler installation is still not complete.
- Rewired jail dryer after a lint trap fire destroyed some of the internal wiring.

III. Highway:

- Converted all of the light fixtures in the Hayward cold storage building to LEDs.

Sawyer County Airport Management Report
January 2021

(Provided by Airport Manager Derek Leslie)

-Hangar Lease discussions continue between airport management, county administration, hangar lessees, and legal counsel. We will be taking steps in the coming months to prepare for bringing numerous hangar leases to Public Works agenda for discussion.

-Spring 2021 Ramp/Taxi-lane project is continuing to move forward. A pre-bid conference is scheduled at the terminal building on March 3rd at 10:30am.

-Snow removal over the holidays was significant; LTE Nate Beaver did an excellent job managing to get things cleared.

-Three of the four motorized gates have continued to work well however one continues to trip fuses. The maintenance department is looking into this.

-We finished the year very strong on the brushing project. We took advantage of favorable conditions to use as much of the 2020 budget as possible. We intend to use a large portion of the 2021 brushing budget to tackle heavier areas towards the south end of the field in an effort to maintain the obstacle free zone and our approaches.

-NOTAMS are the main tool in the aviation world that relays the conditions on the ground to pilots operating in or out of the airport. As part of the Airport Management Agreement, in section (3.M.) The language reads,

Manager's duties shall include, but are not limited by enumeration hereafter, the following: Be responsible for notifying the Federal Aviation Administration Flight Service Station promptly of all conditions affecting the safe use of the airport.

In reference to Supervisor Boettcher's concerns, a NOTAM was made on November the 22nd that read Surface Conditions not monitored. The practice of generating Surface Conditions not monitored is commonly found at airports. Certain types of NOTAMS have typical timelines associated with them, FICON NOTAM (otherwise known as Field Condition NOTAM) have a maximum allowable listing of 24 hours. In reference to the NOTAM in question, they typically go out for one month. I would like to state that at no point in time were runway conditions not reported in the week's time this specific NOTAM was up for. My duty as Airport Manager, even while I was on leave for a family matter, was still to report unsafe conditions. In an effort to do just this, this referenced NOTAM I believe was more than appropriate. (Please refer to the corresponding document from the airport compliance manager from the WIBOA) I report conditions to the best of my ability and I base my observations on a career's worth of experience in working not only at this airport reporting thousands of NOTAM's, but also working with and discussing operations with pilots, other airport managers, and WI BOA representatives. I have also had the

opportunity to ask these types of questions at round table discussions with FAA panels at airport manager conferences. Ultimately we observe and report conditions to the best of our ability. In the time since this topic was brought up I personally and my staff is striving to do the best job possible promoting safety at the airport.

Predating this discussion, I have been working with Administrator Hoff to get access to a new system provided by the FAA to allow airport managers the ability to post NOTAMS in an Online Portal System. I worked with Tom and Rebecca to adjust language in a Memorandum of Agreement with the FAA to allow Hayward Aviation to utilize this system. I plan to train myself on this new system. As we continue to grow I would also train staff in the future to use this new service as well.

-All airports in the AIP program fall under the same requirements by FAA for NOTAM's. I have included area airports referencing the number of NOTAM's posted in December. (Provided by the FAA) Keep in mind the differences between a part 139 commercial airports and everyone else is staggering.

HYR Hayward-112
PBH Price County-28
PKF Park Falls -0
ARV Lakeland-99
EAU Eau Claire (part 139 commercial airport)-181
ASX Ashland-36
IWD Ironwood (part 139 commercial airport)-751
3CU Cable Union-2
RPD Rice Lake-25
RHI Rhinelander (part 139 commercial airport)-273
OLG Solon Springs-0

FAA Entitlements Available

2017's: \$108,000
2018's: \$150,000
2019's: \$150,000
2020's: \$150,000

Upcoming Projects

2024 Runway Rehabilitation: Cost estimation is \$3,000,000. Similar to what we have to date in entitlements, all available will be used and Apportionment/Discretionary funding will be awarded. *5 percent total project cost will be on the County.*

Sawyer County Airport Estimate October 26, 2020

Item	Price
Front desk	
Front desk stools	
Front desk storage added	
Antler chandelier over desk	\$500
Waiting area leather sofas	\$4150 each – qty of 2 = \$8300
Waiting area grey chairs	\$956 each – qty of 2 = \$1912
Waiting area wood and metal cocktail table	\$1188
Waiting area accent tables	\$372 each – qty of = \$744
Office desk	\$1230
Office chair	\$319
Office storage	\$1622
Pilots lounge table	\$766
Pilots lounge chairs	\$194 each – qty of 6 = \$1164
Pilots lounge sofa with chaise	\$1110
Pilots lounge leather club chair	\$1620
Pilots lounge stone cocktail table	\$438
Birch tree art with black frame 29"x29"	\$458
Wood log art with black frame 29"x29"	\$458
Women with airplane art with black frame 29"x23"	\$390
Dock art with black frame 29"x29"	\$458
Plane art with black frame 29"x29"	\$458
Vintage plane photograph with black frame 24"x20"	\$278
Autumn tree art with black frame 23"x29"	\$390
Buoy art with black frame 29"x29"	\$458
Float plane art with black frame 29"x29"	\$458
Float plane black and white with black frame 24"x20"	\$278
121" wide painted metal plane	\$574
Metal wood ring sculpture	\$188 each
Metal wood sculpture	\$130 each
Iron mixed metal sculpture	Checking on pricing
Hanging light fixture	\$298 each – qty of 8 = \$2384
Bathroom wall light	\$299 each – qty of 2 = \$598
Bathroom ceiling light	\$479 each – qty of 2 = \$956
Plumbing fixtures	Pricing TBD from Ferguson or other

Labor	
Item	Price

*Prices do not include tax, shipping or receiving/delivery where applicable.

Electrician	TBD-source local
Painter	\$5000 per Derek
Flooring installation Install LVP in main lounge, both entries, hallway and office. Click and lock Install carpet tiles in pilots lounge. Install carpet tiles in carpet inset located in Waiting Area. Install cove base in all areas, but bathrooms. Standard prep on wood subfloor — underlayment not included. Depends on subfloor *No removal included-Derek mentioned to our installers that it might be happening locally?	\$8100
Flooring removal *If our installers do removal as well	\$2225
Carpet and LVP	\$8922.54
Tile for bathrooms and vestibules *Includes shipping, but not tax	\$2823
Tile installation/removal	TBD-source local
Plumber	TBD-source local
Cut down metal vestibule doors	\$200-300 per Derek

Total: \$54,587.54

**Pricing does not include tax, shipping, receiving/delivery, tile installation/removal, plumbing fixtures, plumber, electrical or painter.

*Prices do not include tax, shipping or receiving/delivery where applicable.

MERRIMENT

DESIGN REMODEL BUILD

Sawyer County Airport

Designed by:

Sarah Olsen, Allied ASID

Sam Wittich, Allied ASID, Green AP



Flooring and Finishes







Lighting





Waiting Area





Office





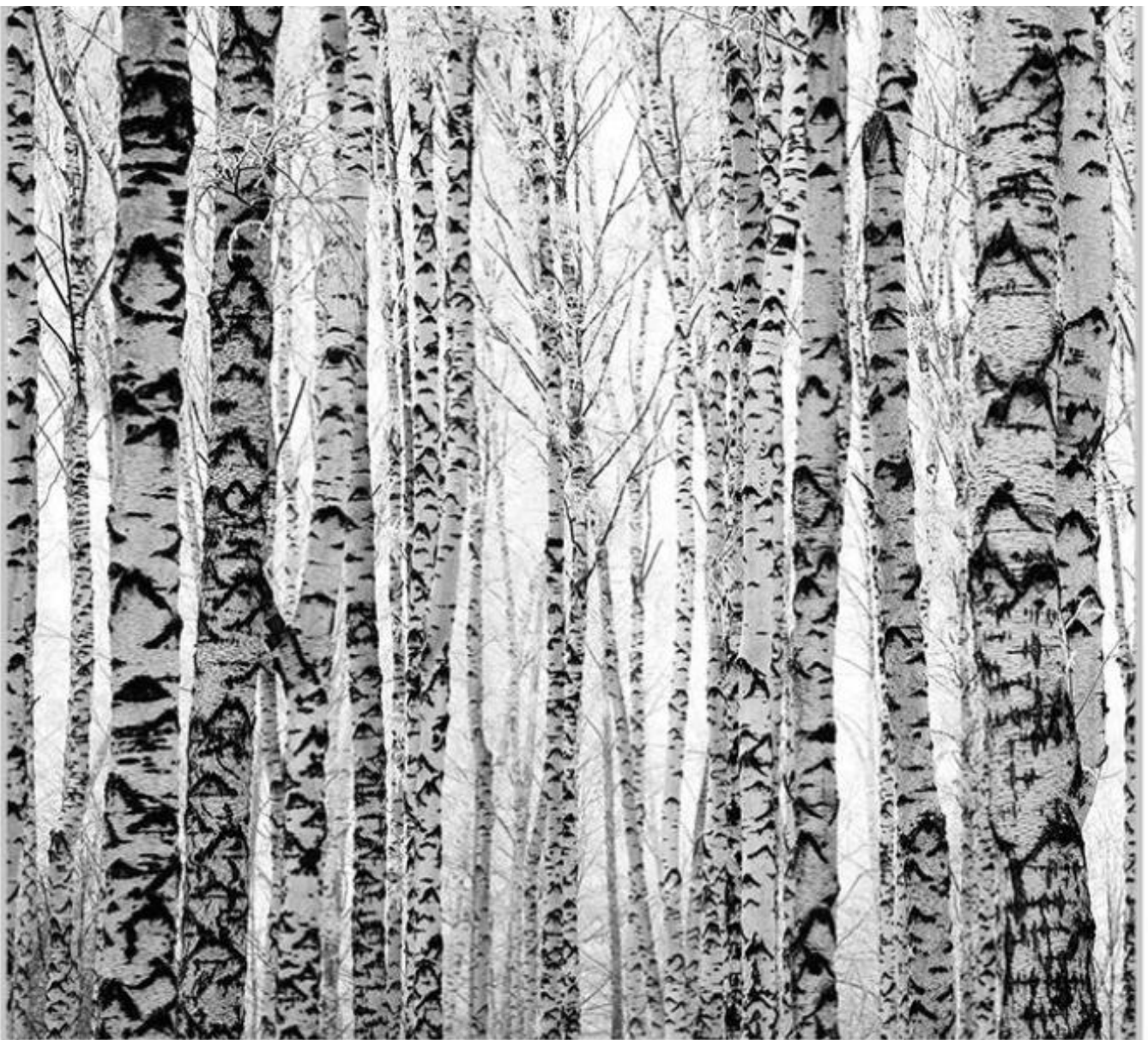
Pilot's Lounge



Restrooms

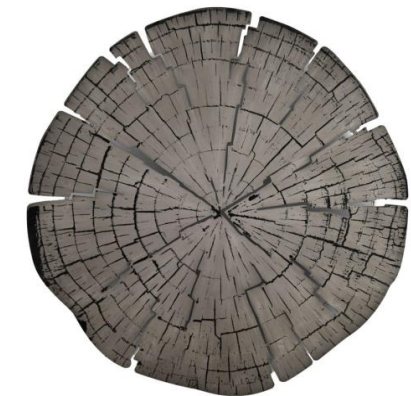


Misc.
Art/Accessories

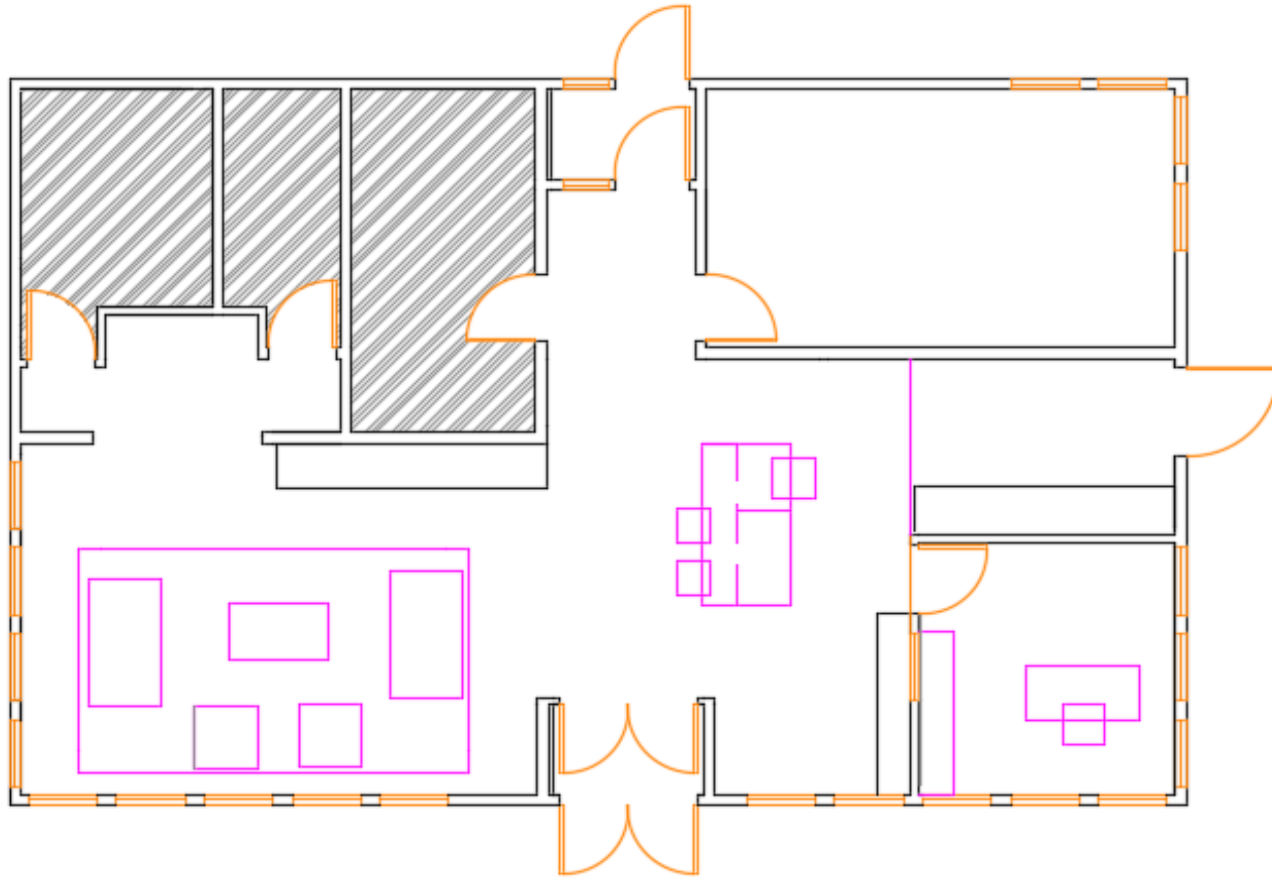








Sawyer County Airport Floorplan



Date: January 11, 2021

To: The Sawyer County Public Works Committee

Subject: Airport Building Remodel Approval Request

Hayward Aviation has been working closely with the interior design firm, Merriment LLC, for remodeling and updating plans for the interior of the Hayward/Sawyer County Airport building. We believe our plan will create an up-to-date look and feel that will exceed the expectations of our aviation customers and tourists who fly to the area, as well as garner future clientele.

Attached, is the layout of the proposed floorplan, the conceptual design document with photos of inspiration for the aesthetics, and the general estimate to complete the project.

In accordance with our FBO Agreement, Hayward Aviation may improve the Terminal Building at its sole cost and expense. We will do so in compliance with all building codes and other applicable laws. Does the Committee have any concerns before we proceed?

Thank you,

Derek Leslie
President



From: "Davis, Howard - DOT" <Howard.Davis@dot.wi.gov>
Subject: NOTAM Information
Date: January 6, 2021 at 1:45:39 PM CST
To: Derek Leslie <derek.leslie@sawyercountygov.org>

Hi Derek,

I had an opportunity to do some research on NOTAM expectations for your airport. The general requirement for an airport to issue NOTAMs is from grant assurance #19 which states "the airport sponsor will have arrangements for... promptly notifying airmen of any condition affecting aeronautical use of the airport." The term "promptly" is not further defined, though it is not interpreted to require 24/7 airfield monitoring and NOTAM issuance. Airports serving air carrier aircraft and certificated under FAR Part 139 may have more rigorous standards imposed upon them by the FAA, however Sawyer County does not.

More specific guidance for airport operators as it relates to NOTAMs can be found in [FAA Advisory Circular 150/5200-28F](#). In it, FAA describes the purpose of the NOTAM system to provide timely information on unanticipated or temporary changes to components of, or hazards in the National Airspace System. It also provides information that becomes available too late to be publicized in the associated aeronautical charts and related publications. Simply put, for Sawyer County Airport the NOTAM system is used to inform airport users of temporary changes or hazards to airport facilities or brand new changes that have not had a chance to be published yet in the appropriate FAA publication. Examples might include snow on the runway, the beacon is out of service, closure of a taxiway, or a crane in the vicinity of the airport.

Very few airports in all of Wisconsin (and the Country) have the staffing necessary to monitor airport conditions 24/7. Because of this, in AC 150/5200-28F Section 3.13 FAA directs airports to issue "Conditions not Monitored" NOTAMs to inform pilots that conditions are not being monitored at the airport during a given time period. "Conditions not Monitored" should be incorporated into the last field condition report and should only be used when the time during which conditions will not be monitored will not exceed a 24 hour period.

When conditions will not be monitored for longer than 24 hours, FAA directs the airport to issue a “Surface Conditions not Reported” NOTAM applying to the entire aerodrome.

Alternatively, 150/5200-28F also suggests that the airport can publish a note on the Airport Master Record FAA Form 5010 stating conditions are not monitored between the hours of “X” and “Y”. Once this has been done, no further NOTAMs are required to reflect those same hours. At the beginning of December, “ARPT COND UNMONITORED 1700 – 0800” was added to the 5010. That change won’t be published until February 25th, so until then you will need to have a Surface Conditions Not Monitored NOTAM published, as you have already done.

In summary, I believe the actions you have taken regarding your airport’s NOTAMs are consistent with FAA guidance.

Please let me know if you have any further questions.

Thanks,

Hal

Hal Davis, C.M. | Airport Compliance Manager

Wisconsin Department of Transportation | Bureau of Aeronautics
howard.davis@dot.wi.gov | 608-267-2142