



Sawyer County

Agenda

Public Works Committee Meeting
Wednesday, December 7, 2022 @ 6:30 PM
Assembly Room/Virtual Meeting
Wednesday, December 7, 2022 2:37 PM

Page

1. CALL TO ORDER

- a. 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 at 1-312-626-6799 with the Webinar ID: 979 8289 8675. Use *9 to Raise/lower hand and *6 to Unmute/mute. If additional assistance is needed please contact the County Clerk's Office at 715-634-4866 prior to the meeting. If you are on a computer, click the "Raise Hand" button and wait to be recognized. If you are on a telephone, dial *9 and wait to be recognized.

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

5. MEETING AGENDA

6. PUBLIC COMMENTS

- a. At this time, members of the public will be given the opportunity to address the Committee. Please adhere to the following when addressing the Committee:
 - Comments will be limited to 3 minutes or less per individual.
 - Comments should be directed to the Committee as a whole and not directed to individual Committee members.
 - The Committee cannot respond to your comments during this time.
 - Please sign in and fill out a public comment sheet if you wish to speak on an item.

7. CONSIDER APPROVAL OF MINUTES FROM PREVIOUS MEETING

[11.9.22 Public Works Minutes DRAFT](#)

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a.

8. MAINTENANCE DEPARTMENT REPORT

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- a. Project report
[Maintenance Report December 2022](#)

9. SAWYER COUNTY AIRPORT REPORT

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- a. Hayward Aviation, LLC (contracted Airport management) report
[Airport Report December 2022](#)
- b. 2023 Airport Fee Update (discussion and possible action)

10. COURTROOM REMODELING UPDATE

8 - 15

- a. [211290 Sawyer County - Owner Monthly Report - November 2022 \(002\)](#)

11. HIGHWAY COMMISSIONER'S REPORT

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- a. [December 2022 Highway Commissioner Report](#)

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- b. CTH CC Speed Zone Extension (discussion and possible action)
[CTH CC Speed Zone Extension](#)

18 - 22

- c. ATV/UTV Ordinance Update (discussion and possible action)
[ATV UTV Ordinance marked updrat10-13-22 w jjc editsaa](#)
- d. Highway Commissioner
Closed Session -- Pursuant to Wisconsin Statute 19.85 (1) (c)
Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Open Session - - Discussion and possible action RE: closed session

12. FUTURE AGENDA ITEMS

13. CORRESPONDENCE, REPORTS FROM CONFERENCES AND MEETINGS

DISCLAIMER:

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.

Copy sent via email to: County Clerk and News Media. Note: Any person wishing to attend whom, because of a disability, requires accommodation should call the Sawyer County Clerk's Office (715.634.4866) at least 24 hours before the scheduled meeting so appropriate arrangements can be made.

**Minutes of the November 9th meeting of the Sawyer County
Public Works Committee
Of the Sawyer County Board of Supervisors
Assembly Room; Sawyer County**



Voting Committee Members Present:

- ☒ Chair: **Ron Kinsley**
- ☐ Marc Helwig
- ☒ Ed Peters– Vice Chair
- ☒ Chris Rusk - virtual
- ☐ Brian Bisonette -

Others Present:

Andy Albarado
Tim Davison
Lynn Fitch
Kathy LaReau

Others Present:

Linda Zillmer
James Schlender
Jane Schroeder

Call to Order – Chair Ron Kinsley called the meeting to order at 6:30 pm.

Certification of Compliance with the open meeting law was met. Roll Call was taken; quorum was met.

Meeting Agenda – A motion was made by Ed Peters to move 9a to 10c; second Mr. Rusk. Motion carried without negative vote.

Public Comments – Linda Zillmer

Minutes from the previous meeting – A motion was made by Mr. Rusk to approve the minutes of the October 12, 2022, meeting; second by Mr. Peters. Motion carried without negative vote.

Maintenance Department Report – A written report was provided.

Sawyer County Airport Report – A written report was provided. Mr. Albarado advised they continue to work on runway winter plans.

Highway Commissioner's Report -- ATV/UTV Ordinance Update – Mr. Gedart advised that legal has reviewed the most recent version of the ordinance. Mr. Albarado shared the ordinance on ZOOM. Legal counsel tightened up the introductory section and conforms to Wisconsin Statute 23.33 and cannot be any more stringent than the state. Hours of operation on the LCO reservation were identified as 6am to 11pm. A review of the speed limit on the reservation is yet to be completed. Mr. Schlender represented the wishes of the Tribe in drafting the conditions relating to “routes” on tribal lands. The operator age requirement needs to meet state statute. A recommendation to move the renewal date from February to April, and add an August route request date was heard. A motion was made by Mr. Rusk; second by Mr. Peters to change the dates to the April for renewal and requests and August for requests only. Motion carried without negative vote.

A written Highway Commissioner report was provided. Mr. Gedart reviewed the highlights, mentioning that interviews were conducted with the design firm consultants and awarded the projects that have been submitted to the DOT. The County was also awarded two new grant projects and the County will need to contribute 20% of the funds.

Highway Speed Limits for ATV/UTV – The speed limit from Badger Bay to Chappel Road is currently 55. A motion was made by Mr. Rusk; second by Mr. Peters to reduce the speed to 45 mph on that section; motion carried without negative vote.

Courtroom Remodeling Update -- Mr. Albarado presented an updated from Miron Construction. Walls are going up and it will be enclosed for the winter. He advised that the contingency fund started at \$395,000 and we anticipate about half of our contingency fund being used.

2023 Budget Update – A written schedule of proposed 2023 fees was provided. We are considering new fees at the airport for a few services.

Meeting Date/Time – The next meeting of the Public Works Committee will be Wednesday, December 7, at 6:30 pm in the Assembly Room.

Meeting adjourned at 7:40 pm

Minutes recorded by Lynn Fitch, County Clerk

DRAFT

Maintenance Report December 2022

Along with snow removal and routine building and equipment maintenance, the following maintenance projects were started, continued or completed in November:

I. Courthouse:

- Staffing update:
 - While we are still dealing with challenges associated with our current staffing shortage, we have received applications from a few qualified applicants. Human Resources Coordinator, Rose Lillyroot, has tentatively scheduled interviews for the first full week in December.
- We have currently fabricated half of the furniture we are providing for the new courthouse addition, and barring any unforeseen delays, we are on schedule to have all of the workstations completed on time.
- The three 2022 courthouse fleet vehicles, we are still waiting on, have been built and are in the process of being transported to Ewald Automotive Group's Hartford location.

II. Sheriff's Department:

- While the jail heating system remains fully operational, parts supply chain issues have prevented Johnson Controls from completing the jail HVAC controls upgrade. We are hoping to have everything completed by the middle of December.
- The heating system upgrade in the Huber portion of the jail has been completed and has made controlling the temperatures, in the inmate dorms, much more consistent and manageable.

III. Oasis Update:

- I am happy to report that during the week before Thanksgiving, we were able to move all ADRC staff into the Oasis building.

Sawyer County Airport Management Report

December 2022

(Provided by Airport Manager Derek Leslie)

- The traffic at the airport has slowed down quite a bit. We had a heavy push of traffic for thanksgiving and deer season. Subsequently, there were also a lot of days of snow in that time period meaning snow removal costs were higher than normal.
- Runway rehabilitation project status:
 - Still on track for spring 2024 project.
 - 30% design review plans are at airport and available upon request.
 - Topo-mapping was completed at end of November.
 - Electrical vault relocation and airfield electrical is the next step in the design stages.
- Terminal building remodel is scheduled for completion by year-end. The biggest remaining item is the finishing of an ADA bathroom.
- Master Plan still has yet to kick-off, waiting on BOA.
- We are reviewing our brushing procedures for the airport. Looking at the annual budget and what options there are to cut down on costs in the future.
- Snow removal has begun; Thompson's has been doing a great job.



Sawyer County Courthouse Addition & Remodel

OWNER REPORT | November 2022

Miron Project Number 211290





ABOUT MIRON

OUR VISION & VALUES

We recently embarked on a journey to define core values that are a more accurate reflection of Miron's culture and what we bring to every project we are honored to undertake.

Through listening sessions with employees from every facet of our organization, we gathered stories, shared experiences, and discovered commonalities, ultimately identifying values authentic to who we are today, and who we want to be for the next 100+ years.

At Miron, we **Stay Grounded, Think Big, Rally Together, Dig Deep, and Build Legacies.**

Our team lives out these core values every day. We put an emphasis on building lasting relationships and fulfilling the commitments we make to our clients, our partners, and each other.

As your partner throughout the construction process, we rely on transparent communication and focus on the details, standing behind our work and providing unparalleled service.

Our *commitment* reaches beyond construction;
our *passion* brings *dreams* to life.

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Executive Summary

Construction Summary

Progress Photos

KEY PROJECT DRIVERS

Open in time for new judge
to be seated August 2023

Minimize financial impact to
Sawyer County taxpayers

Distribution List



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Executive Summary



Overview

Progress at the project continues with the structure and enclosure complete. The building is watertight, and the building façade is ongoing with the install of the siding and windows throughout December. Sitework is prepped for winter. Work in the Phase 1 interior buildout continues with the MEP rough-ins, interior framing and drywall. Work in the Jail and Sheriff's office continues with interior framing and drywall to follow.

Major Milestones / Accomplishments

- Slab on grade pours complete for Phase 1.
- Pitched roof ice & water shield done and building is watertight.
- Interior framing and drywall started.
- Interior Mechanical, Electrical, and Plumbing overhead and in-wall rough-ins started.

Upcoming Milestones

- Phase 1 – Substantial Completion March 10th
- Phase 1 – Owner Move in – March 13th.
- Phase 2 Start – March 20th
- Phase 2 Substantial Completion – July 31st

Key Issues and Concerns

- None at this time.



*Be authentic, lead with
humility, and recognize the
needs of others. Care for one
another and extend a helping
hand wherever it's needed.
Honor our history.*

Construction Summary

Schedule Update

Work accomplished in the last month:

- Air barrier complete.
- Slab on grade complete in all of Phase 1.
- LP siding continues at the West Elevation and moving to the East.
- CMU partitions for Electrical and Mechanical rooms complete. CMU complete in detention rooms and Jail area.
- Mechanical, Electrical, and Plumbing overhead rough-ins continued.
- Interior soffit and wall framing started and is ongoing.
- In-wall electrical started and is ongoing.
- In-wall plumbing started and is ongoing.
- Drywall in Courtroom started and is ongoing.

Manpower Report

List of major subcontractors on site:

- Miron Concrete
- Miron General Trades
- V&S Construction Services (Masonry)
- H&R Electric
- Thompson Sand Gravel & Excavating
- A to Z Plumbing
- KBK Services Inc.
- D7 Solutions, LLC
- Pinnacle

Delays

- Weather
 - 2 days of weather impact. 1 rain day and 1 snow day.
- Materials & Labor
 - None.

Key Issues / Concerns & Recommended Action Steps

- None.



*Deliver unmatched quality,
create meaningful
connections, and craft
unforgettable experiences in
everything we do. Capture
what truly matters and find
ways to inspire.*

Progress Photos



West Elevation Siding Progress



East Elevation Progress



North Courtroom Stud Framing Progress



Board Room Slab on Grade Poured



Jail Area CMU Complete



Lobby Slab on Grade Poured

Progress Photos



Time-lapse – 11/1/22



Time-lapse – 11/30/22

The crew has been performing snow and ice control activities on several small snowstorms.

On December 5, 2022, I will be meeting with the Wisconsin Department of Transportation's District Director and the Northwest Region Communications Manager at the highway department office. WisDOT is touring all the counties throughout the state and meeting with the highway commissioners.

There are currently no employees with worker's compensation injuries.

The annual safety/training day for highway department employees took place on Thursday, November 17, 2022. This daylong event included speakers from the Wisconsin Department of Transportation, the County's workers compensation carrier (Argent and Gallagher), equipment vendors, and representatives from Globe Life and Aflac.

On December 5, 2022, I provided Administrator Andy Albarado with my letter of resignation. My last day of employment with Sawyer County will be January 6, 2023.



Lake Chippewa
Campground



1,100 feet
extension

The Landing
Campground



The Landing Resort



Yellow = Additions
Green = Re-writes
Blue = Suggested Removals

Sawyer County All-Terrain Vehicles and Utility Terrain Vehicles Ordinance

Section 1. General

1.01 Purpose Following due consideration of the recreational value to connect trail opportunities and weighed against the possible dangers, public health, liability aspects, terrain involved, traffic density and history of automobile traffic, Sawyer County enacts this ordinance for the purpose of designating routes and regulating the operation of All-terrain Vehicles (ATV's) and Utility Terrain Vehicles (UTV's) on Sawyer County highways. **This ordinance is applicable to County Highways under jurisdiction of the County. ATV/UTV operators should be aware the Townships may enact regulations applicable to Town roads under their authority, and the Lac Courte Oreilles Tribe may enact regulations applicable to roads and lands within their reservation boundaries.**

1.02 Statutory Authority This ordinance is enacted pursuant to County Board authority under Wisconsin Statutes 59.02, as authorized by 23.33(11)(am) and 23.33 (8)(b). In addition, **except as otherwise specifically provided in this chapter**, the provisions **and standards** of Wisconsin Administrative Code NR 64, **as amended**, **and Wisconsin Chapter 23, as amended**, **describing and defining regulations with respect to ATV/UTVs and traffic** are hereby adopted **and by reference made a part of this chapter as if fully set forth herein.**

Commented [JC1]: Consider also referencing sub-c, which allows for a county to "designate corridors through land which it owns or controls, or for which it obtains leases, easements or permission, for use as all- terrain vehicle trails."

Deleted: Statute 23.33

Deleted: regulating ATV/UTV operations

Deleted:

Section 2. Regulated Operation of All-Terrain Vehicles and Utility Terrain Vehicles

2.01 Pursuant to Wisconsin Statute 23.33 (4)(b), except as provided in Wisconsin Statute 23.33, no person may operate an ATV or UTV on any part of Sawyer County highways except those portions of County highways that are designated as ATV/UTV routes in Section 3.

2.02 The operation of ATV's and UTV's on any portion of County highway designated as an ATV/UTV route shall be subject to the following:

- a. ATV's and UTV's shall be operated on the extreme right side on the roadway on the paved surface. Operation on the gravel shoulder, grassy inslope, ditches, or other highway right-of-way is prohibited and illegal **(unless designated a route or trail).**

- b. ATV's and UTV's shall be operated in compliance with all applicable Wisconsin laws, orders, regulations, restrictions and rules, including Wisconsin Statute 23.33 and Wisconsin Administrative Code NR64, **as amended**.
- c. ATV's and UTV's shall be operated within applicable speed limits.
- d. All ATV/UTV operators shall ride in single file.
- e. ~~No ATV/UTV may be operated on any designated route between the hours of 1:00 a.m. and 5:00 a.m. daily. SUGGESTED TO BE REMOVED.~~
- f. All ATV's/UTV's are required to display a lighted headlamp and tail lamp while operating on a county highway.
- g. ~~No person may operate or be a passenger on an ATV or UTV without wearing protective headgear of the type required in Wisconsin Statutes 347.485(1)(a), unless the person is at least 18 years of age. Replace with: All ATV/UTV operators and passengers under the age of 18 are required to wear a minimum DOT standard ATV or motorcycle helmet with the chin strap properly fastened.~~
- h. ~~No person under twelve (12) years of age shall operate an ATV or UTV on Sawyer County highways. Replace with: No person under 12 may operate an ATV, unless specifically excepted under Wis. Stat. 23.33(5)(a) 1.a. and b. No person under 16 may operate a UTV, unless specifically excepted under Wis. Stat. 23.33(5)(am) 1.a. and b. All ATV safety certified operators age 12-15 must also be accompanied by their parent or guardian or by a person who is at least 18 years of age who is designated by the parent or guardian, while operating on a designated ATV route. Accompanied to be defined as subject to continuous verbal direction or control, but not necessarily on the same machine.~~
- i. All ATV/UTV operators who are at least age 12 and born on or after January 1, 1988 and operating on a county highway ~~are required. Replace with: must possess a valid~~ ATV safety certificate ~~issued by this state or any other state or province.~~

Commented [JC2]: More an observation - this is a very specific operational rule. Are there others in Wis. Stat. 23.33(3) that you want to consider including? They are included by reference with the language above. But from a drafting standpoint, by specifically highlighting this one you're raising its profile above the others.

Commented [JC3]: There are two exceptions that allow for those younger than 12 years to operate an ATV. See Wis. Stat. 23.33(5)(a)1.a. and b.

Commented [JC4]: There are two exceptions that allow for those younger than 16 years to operate a UTV. See Wis. Stat. 23.33(5)(am)1.a. and b.

Deleted: ~~an adult~~

Section 3 Designated Routes

3.01 The following segments of Sawyer County highways are designated as ATV/UTV routes:

County Road B (Chippewa Trail-east to CTH K)
 County Road B (Frogg Road to Richardson's Bay Road)
 County Road B (Forest Road 319 to Musky Tale Resort)
 County Road B (Fishtrap Road to STH 70)
 County Road BB (Washburn County line to STH 70)
 County Road C (STH 27/70 to Chafer Road)
 County Road C (13116 CTH C to STH 48)
 County Road CC (CTH N to Conger Road)
 County Road CC (Flowage Road to CTH B)
 County Road D (STH 40 – STH 27)
 County Road E (CTH K to Williams Road)
 County Road E (CTH K to Reserve Road)
 County Road E (STH 27/70 to Thors Lane)
 County Road EE (Forest Road 161 to Price County line)
 County Road F (Right-of-Way Road to STH 27/70)
 County Road F (Stoney Hill Road to Rusk County line)

County Road G (Dorscheid Road to STH 27/70)
 County Road GG (STH 70 to Ashland County line)
 County Road H (Blueberry Fire Lane to Blueberry Avenue)
 County Road H (STH 27/70 to Beaverbrook Road)
 County Road K (County Road E to CTH KK)
 County Road KK (Circle Drive to CTH K)
 County Road M -north (CTH W to STH 70)
 County Road M (South side of Flambeau River bridge to North side of Flambeau River Bridge)
 County Road M (Bebak Road to CTH W)
 County Road N (CTH NN to CTH CC)
 County Road NN (CTH N to Gurno Lake Road)
 County Road OO (USH 63 to Northern Lights Road)
 County Road S (Moose Lake Road-west to Moose Lake Road-east)
 County Road S (Moose Lake Road to STH 77)
 County Road T (Nelson Lake Road – STH 27)
 County Road W-south (Crawford Street to Price County Line)
 County Road W-north (STH 70 to CTH B)

3.02 The Sawyer County Public Works Committee may amend the designated ATV/UTV routes on adoption of a committee resolution which adds or removes segment from the routes listed in 3.01. Such committee resolution shall be effective immediately and the Clerk shall cause to be posted and published an amended listing of ATV/UTV designated routes in at least one public place and on the County website.

Section 4 Administration

4.01 All requests for new or revised ATV/UTV route designations shall first be submitted to the Sawyer County Highway Department for review prior to the second Wednesday in January or the second Wednesday in July for any request to be considered for the calendar year. All requests must be submitted by the Sawyer County Snowmobile and ATV Alliance to be considered. A copy of approved local jurisdiction minutes, approving the road/route, must accompany the request. The highway department shall review such requests for county trunk highway route designations and make a recommendation to the Sawyer County Public Works Committee. All route requests within the Lac Courte Oreilles reservation shall be provided to the Lac Courte Oreilles Tribal Council for their review and input prior to approval. The Public Works Committee shall review the ATV/UTV route request, including appropriate criteria for making a designation and make a decision approving or denying the request. Decisions of approval will be posted as amendments to this ordinance.

4.02 Safety of the traveling public is of great concern to Sawyer County. Below is a list of factors that shall be considered when determining whether a county highway will be considered for an ATV/UTV route. This list is not exhaustive as every county highway has their own unique features that may need additional consideration:

- (1) ADT (average daily traffic).
- (2) Sawyer County Sheriff Department concerns.
- (3) Accident history within proposed route.
- (4) Verification that all other route options have been considered.
- (5) Presence of school zones or other special consideration areas.
- (6) Will the requested route connect segments of other ATV/UTV trail network?
- (7) Vertical/horizontal highway alignment issues.
- (8) Sight distance issues at the posted highway speed.
- (9) Pavement width.
- (10) Commercial heavy truck volumes.
- (11) Environmental hazards.

4.03 All existing ATV/UTV routes shall be reviewed in February of each year by the Sawyer County Public Works Committee to consider the continued value, efficacy or need for the ATV/UTV route. This renewal process shall also include a report from the Sheriff's Department on ATV/UTV violations, crashes, and safety concerns.

4.04 The Sawyer County Highway Department shall have sole authority and responsibility for placement of signage on the designated county highway routes. The county highways designated as ATV/UTV routes will not be open until they are marked with appropriate signage.

4.05 The Sawyer County Snowmobile and ATV Alliance shall provide all necessary signs, posts, etc. required for the proper installation of ATV/UTV route signs.

4.06 The Sawyer County Highway Commissioner is authorized to enter into on behalf of Sawyer County contracts that provide for the reimbursement of the costs incurred by the County for the installation of the ATV/UTV route signs.

Commented [JC6]: Are these reviewed by Corporation Counsel? Or is there a standard agreement that is used?

Section 5 Enforcement

5.01 This ordinance shall be enforced by the Sawyer County Sheriffs Department. Replace with: This ordinance shall be enforced by all enforcement jurisdictions as listed in Wisconsin Statute 23.33 (2) and Wisconsin Administrative Code NR 64, as amended.

5.02 This ordinance may be enforced in accordance with Wisconsin Statutes 23.33(12), as amended, including the issuance of a citation under Section 66.0113, Wisconsin Statutes, as amended.

Deleted:

5.03 The penalties as set forth in Wisconsin Statutes 23.33(13)(a), as amended, are adopted by reference.

Section 6 Severability

6.01 Should any sub-section, clause, or provision of this Ordinance be declared by a Court to be invalid, the same shall not affect the validity of the section as a whole or any part thereof, other than the part so declared to be invalid.

Deleted: the

Section 7 Effective Date

7.01 This ordinance becomes effective immediately upon passage by the Sawyer County Board of Supervisors and publication.

DRAFT