



Sawyer County

Agenda

Public Works Committee Meeting
Wednesday, March 13, 2024 @ 6:30 PM
Sawyer County Board Room

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

- a. [2.7.24 Public Works Minutes DRAFT](#)

8. MAINTENANCE DEPARTMENT REPORT

- a. Project report
[Maintenance Report March 2024](#)

9. SAWYER COUNTY AIRPORT REPORT

- a. Hayward Aviation, LLC (contracted Airport management) report
[March Airport Report](#)
- b. Airport Master Plan Update

10. HIGHWAY COMMISSIONER'S REPORT

- a. [Commissioner Report 3-4-24 Pinnow](#)
- b. ATV/UTV Road Routes (discussion only)

11. COURTROOM REMODELING UPDATE

12. FUTURE AGENDA ITEMS

13. CORRESPONDENCE, REPORTS FROM CONFERENCES AND MEETINGS

14. ADJOURNMENT

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 February 7, 2024 meeting of the Sawyer County
Public Works Committee
Of the Sawyer County Board of Supervisors
Board Room; Sawyer County**



Voting Committee Members Present:

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

Others Present:

Andy Albarado
John Pinnow
Lynn Fitch
Derek Leslie
Linda Zillmer

Others Present:

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 –

Public Comments – Linda Zillmer, Elizabeth Crawford

Minutes from the previous meeting dated: January 10, 2024

Motion to approve made by: Mr. Helwig Second by: Mr. Peters
Motion carried without negative vote.

Maintenance Department Report -

A written report was provided and included projects completed, including collaboration with contractors on remodeling projects yet to complete. A new roof has been installed on the maintenance garage and two of the pursuit vehicles ordered for the Sheriff's Department for 2024 have been delivered to General Communications for upfitting.

Sawyer County Airport Report -

A written report was provided and reviewed. Airport operations are down due to the unseasonal weather but this will also reduce operational costs on site. A design review meeting for the runway rehabilitation was held and a schedule for the project was identified in the report. A list of 68 residents within 500' of airport property was identified to receive the invitation to the March Public meeting.

Highway Commissioner's Report -

A written report was provided. The winter maintenance budget is in line and they are considering purchasing a new skid steer to complete brushing at the airport and along roadways. Signs on STH 48 from STH 40 to the Washburn County line will be replaced this summer. A new bridge inspector contractor has been hired. There was a PIM meeting on February 1st at the Radisson town hall to discuss reconstruction of STH 40 at Elm Creek that is scheduled for 2027. Mr. Pinnow has been working with LCO on the Safe Streets for All grant.

Resolution to Allow Work to be Completed for Towns – Rolled into item c.

Ordinance Development and Fees for Permits - Mr. Albarado explained that the ordinance establishes the County's role in issuing permits. The ordinance would go to the board for approval. They did work with legal counsel in the development of these documents. A motion was made by Mr. Helwig to approve the Resolution Approving Highway Ordinances and forward to County Board; second by Mr. Peters. Motion carried without negative vote. Mr. Albarado presented the Resolution Establishing Highway Permit Fees. A motion was made by Mr. Peters to approve the Resolution Establishing Highway Permit Fees and forward to County Board; second by Mr. Helwig. Motion carried without negative vote.

Seasonal Road Ban – Mr. Albarado advised that communications were made with a garbage contractor regarding the road bans. LCO has passed another resolution that will give them the authority to make decisions on roads within the reservation and allow them to issue their own permits. A separate issue arose in having access to roads for the LCO Health Center build so it can continue moving forward; it was concluded that LCO will cover any road repair damages that result from overweight vehicles accessing the Health Center driveway from County Roads B & K. A letter was drafted to this effect and included in the packet. LCO has provided positive comments about working with Mr. Pinnow. He continues to work with surrounding counties regarding access with road bans on.

Courtroom Remodeling Update -

Ribbon Cutting – Mr. Albarado provided a review of projects completed; a date for the ribbon cutting ceremony has not yet been established.

Future Agenda Items – Roundabout

Correspondence, reports from conferences and meetings -

Adjournment – 7:10 pm

Next Meeting: March 13, 2024 **Time:** 6:30 pm **Location:** Board Room
Minutes recorded by Lynn Fitch, County Clerk

Maintenance Report March 2024

Along with routine building and equipment maintenance and minimal snow removal, the following maintenance projects are in process or were completed in February:

I. Courthouse:

- It appears that the current staffing challenges we are experiencing in the Maintenance Department will potentially continue until sometime in May. However, most departments have been understanding when staffing challenges have slowed project progress or maintenance request completions.
- In addition to routine building and grounds maintenance, staff responded to, and completed, fifty-five service requests, sixty-three reactive work orders, and fourteen preventative work orders in the past thirty days.
- Counting my scheduled workday and after hours, I responded to an average of thirty work related phone calls per day in February.
- The initial problems we were experiencing with the rooftop HVAC unit, serving the new addition, have been corrected. Unfortunately, I am now working with the installer and our controls company to try and correct an intermittent electrical problem affecting the supply fan.
- We are in the process of renovating two non-office rooms for Health and Human Services.
- I have been working with Legend Architecture on potential future projects in the 1992 and 1962 portions of the courthouse.

II. Highway:

- We spent time working on HVAC concerns at both the Hayward and Winter shops.

Sawyer County Airport Management Report

March 2024

(Provided by Airport Manager Derek Leslie)

- The Airport has seen a slight increase in traffic due to favorable flying weather but is still down year over due to a lack of seasonal recreation.

- The Master Plan **Public Involvement meeting will be held at 5:30pm in the Board room on Tuesday MARCH 6TH**. <https://www.sawyercounty.airportstudy.net>

We should be able to update the committee as to how things went and what concerns were brought to the attention of the Consultants.

- Runway Rehabilitation Project is still tracking for funding. Conditions on the runway seem to be holding up well with the spring thaw but our transverse joints continue to spread. The thump-thump you feel every 100' certainly isn't getting better. Still, it is not as bad as some other airports in the region.

- Brushing at the airport is in excellent shape with plans to make it even better. Highway man Mr. Pinnow has ambitions of doing some substantial work for us.

- Fire season will be fast approaching; our airport is used as a hub for the WI DNR to regularly fly routes looking for fires. They also will be on standby ready to take off to assist in fire fighting efforts. 2023 was one of the busier years we have had working with the DNR and for all intensive purposes it appears 2024 fire season will be no different.

- Medical flight operations have also seen a significant increase month over month. Most operations result in direct patient pickups from the hospital but there has been a noticeable increase in patient transfers from ambulance to aircraft at the airport.

- Airport Management is working with the Civil Air Patrol to try and identify possible ways to increase attendance for their annual pancake fundraiser. In recent years, we have reduced the event to an "airport open house" whereas we are discussing bringing the event back to the "FLY IN" level. This creates the potential need for additional insurance, airside safety staff, and associated training. Folks who have expressed interest in participating in the event from the aviation community include; antique aircraft owners, Minnesota Air National Guard CH-47 and UH-60 operations as well as the 148th Air National Guard, and both Life Link III/North Memorial Air medical operations.



Sawyer County Highway Department

14688 W County Road B, Hayward, WI 54843
Office Phone 715-634-2691
Shop Phone 715-634-2692
Fax Number 715-634-4824



March 4, 2024

Highway Commissioner's Report

- Crews are continuing brushing on STH 27 north. County brushing continues on multiple roads. Patching also continues on state and county.
- Winter maintenance budget is still looking good. We still have 2100 tons of county salt to be delivered by end of April.
- Road bans are still in effect. We still have frost at CTH GG. Will continue to monitor frost tubes and provide updates.
- 6'-20' bridge program update. The county is now allowed to use their own bridge inspectors for the 6'-20' inspections. April 15th is the deadline for the towns to notify me on who will complete their inventory. Tim and myself will be completing the bridge inventory for the county.
- I been working with Brian on GIS mapping for our culvert inventory. Brian was able to create an app for us. We have started inventory of all our county culverts. I'm also looking to do this for all the traffic signs in the county.
- Paving projects looking at this summer. CTH D from STH 27 to Lund road. CTH C from STH 48 to Bobcat Hill road.
- Request for bids have been sent out for asphalt and pavement markings. Bids are due March 28th.
- We had our first meeting with Dustin Thompson from keeping safety simple. Dustin will be doing all our safety training going forward. We have chainsaw safety, excavation and flagger training along with hearing test this month.
- I have been working with a few towns to help update their ATV/UTV signs. I'm also working with the DNR installing new boat landing signs at CTH CC north and south Hay creek and Winter Dam
- We have one employee off on FMLA due to a non-work-related injury

John Pinnow