



Sawyer County

Agenda

Public Works Committee Meeting
Wednesday, April 10, 2024 @ 6:30 PM
Sawyer County Board Room
Revised: Tuesday, April 9, 2024 1:23 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

[3.13.24 Public Works Minutes DRAFT](#)

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a.

8. MAINTENANCE DEPARTMENT REPORT

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

9. SAWYER COUNTY AIRPORT REPORT

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

10. HIGHWAY COMMISSIONER'S REPORT

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- a. [1\) Commissioner Report 4-1-24Pinnow](#)

9 - 10

- b. Bids (discussion and possible action)
[1\) Asphalt Bid](#)
[2\) Pavement Marking Bid](#)

11 - 12

- c. ATV/UTV Road Routes (discussion only)
[2024 ATV Route Review](#)

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 March 13, 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 - virtual
- ☒ Marc Helwig
- ☒ Chris Rusk - virtual
- ☒ Brian Bisonette

Others Present:

Andy Albarado
John Pinnow
Lynn Fitch
Derek Leslie
Tweed Shuman

Others Present:

Public speakers listed
below

Call to Order – Chair Ron Kinsley called the meeting to order at 6:30 pm. A motion was made by Mr. Helwig; second Mr. Peters to change the order of the agenda to allow #10 to follow the minutes.

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

Meeting Agenda –

Public Comments – Cathy LaReau, Chris Witburn, Bob Lonacher, Amanda Wilson, Don Mrotek, Tim Davison, Jane Schroeder, Craig Sashae, Jim Strandlund, Kevin Kroll, Jeff Erdman, Harold Treland, Jim Taylor, Dan Palmer, Ron Ullmer, Joseph Schnering, Roland Christianson, Tim Butterfield, Linda Zillmer, Keith Freel, Barry Thornton, HLVCB letter read into public comment

Minutes from the previous meeting dated: February 7, 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; accepted as presented.

Sawyer County Airport Report -

A written report was provided and reviewed. 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 Airport Master Plan public meetings were held last week. Mr. Leslie reported that revenue has been down due to the poor economic winter. The runway rehab project is still tracking for funding; conditions of the runway held up well with the spring thaw. They are considering bringing back the “fly-in” for the Civil Air Patrol fundraiser.

Airport Master Plan Update – Mr. Albarado advised that per the FAA direction, public meetings are not required but the County wanted transparency in the process so it decided they were important. The FAA requires that the Master Plan be updated; thus, we continue to move through this process. The consultants will continue to work through plan alternatives. Board action will likely not take place until January 2025 and their recommendation is not binding, but are recommendations for consideration. Safety criteria, size of business equipment and what it means to be a sponsor will be areas under deliberation.

Highway Commissioner’s Report -

A written report was provided and reviewed by Mr. Pinnow. Brushing continues and road bans are still in effect. The county staff will be completing bridge inventory soon. Highway paving will take place on CTH D from STH 27 to Lund road, and CTH C from STH 48 to Bobcat Hill road this summer. Asphalt and pavement marking bids are due March 28th. Mr. Pinnow has been working with some towns to help update ATV/UTV signage. The roundabout application awards have been moved to the end of April.

ATV/UTV Road Routes – Mr. Kinsley advised that the route renewal will be completed in May and that is also the time to hear new route requests. The current County ordinance states that the towns must approve routes that the County approves; possible wording changes were presented by Mr. Helwig. The new trail maps identify township lines.

Courtroom Remodeling Update -

Mr. Albarado shared information regarding the financials of the project. The total cost was \$10,325,266.67 and revenues were \$10,336,714.52 resulting in a surplus of \$11,457.85. Information on the ribbon cutting ceremony was shared. May 16, 2024, at 5:00 pm the ribbon cutting will held with a dedication.

Future Agenda Items – ATV/UTV County Road Routes, airport master plan

Correspondence, reports from conferences and meetings – Mr. Albarado provided a review of the March 6th staff Training Day.

Adjournment: 8:12 pm

Next Meeting: April 10, 2024 **Time:** 6:30 pm **Location:** Board Room
Minutes recorded by Lynn Fitch, County Clerk

Maintenance Report April 2024

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

I. Courthouse:

- I am anticipating having all maintenance staff back with no work restrictions by the end of May.
- In addition to routine building and grounds maintenance, staff responded to, and completed, thirty-seven service requests, sixty reactive work orders, and ten preventative work orders in the past thirty days.
- Counting my scheduled workday and after hours, I responded to an average of twenty-four work related phone calls per day in March.
- We are still working with Miron Construction and Johnson Controls to correct the intermittent electrical problem we are experiencing with the supply fan in the new rooftop HVAC unit.
- To improve privacy, Glassworks of Hayward installed mirrored glass in the exterior windows of the Clerk of Courts office.

II. Ambulance:

- Plans for an additional sleeping room at the Hayward EMS station have been submitted to the State of Wisconsin Department of Safety and Professional Services for approval.

Sawyer County Airport Management Report

April 2024

(Provided by Airport Manager Derek Leslie)

- Fire season came and fire season went. The DNR used the airport a lot in the month of March. April is usually one of the slowest months of the year.
- Road bans thus far have not significantly affected airport operations. We have been working with the Town of Hayward in reference to plow trucks and some deliveries and things have been going well.
- We have a pre-bid meeting scheduled for April 16th in reference to the 2025 Runway Rehabilitation Project. We are now one year away from runway replacement; this runway pavement will have been in service since 2001.
- Once road bans come off the Highway Department plans to come out and do some brushing.
- The following correspondence is an invite to any board members if they wish to get a better understanding of aviation/airport related topics. I will also be at the seminar.

**AIRPORT OPERATIONS
& LAND USE SEMINAR**
Wisconsin Bureau of Aeronautics
Rothschild, WI
May 1-2, 2024



There's still time to register and reserve your hotel room for the 2024 Wisconsin Airport Operations & Land Use Seminar presented by the Wisconsin Department of Transportation's Bureau of Aeronautics (BOA). The seminar will take place Wednesday, May 1st and Thursday, May 2nd at the Central Wisconsin Convention & Expo Center in Rothschild.

This seminar is specifically designed for airport owners and managers, airport committee or commission members, county board members, city council members, planning and zoning professionals, or any other municipal employee whose responsibilities include the administration of local airports. If you have a hand in managing a Wisconsin airport, this seminar is for YOU! There's no better platform for interacting with BOA staff, Federal Aviation Administration (FAA) officials, airport consultants, and other airport managers all in one place. As always, we aim to provide airport professionals with the information and tools needed to take on the day's challenges. In addition to numerous BOA speakers, this year we welcome speakers from the FAA, National Business Aviation Association, Transportation Security Administration, National Transportation Safety Board, National Renewable Energies Lab, BETA Technologies, and Aviation Youth Apprenticeship Program. Please see the attached draft agenda and information flyer for more information.



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



April 1, 2024

Highway Commissioner's Report

- Crews have been out a couple times last month for snow and ice events. 2100 tons of salt will be delivered by the end of April. We have enough space between our 3 locations to receive the remaining salt order for 2023. 2500 tons of salt was ordered along with 500 tons reserve for 2024.
- Crews are continuing brushing on STH 27 north. County brushing finished up on CTH C and moved to CTH F. Mastic work on STH 48 from STH 40 to Copely road will start in April. Reclaiming shoulders will also be taking place in April.
- Highway Department has switched to our summer work schedule on April 1st. Employees are currently working Monday through Thursday 6:00 a.m. - 4:00 p.m.
- Seasonal road bans were removed on April 4th at noon.
- The week of April 15th - 19th, 2024 is Work Zone Awareness Week. This is a state-wide program to promote safety within our work zones. There will be notifications / articles sent out to the papers and our Facebook page to alert motorists of this.
- Chainsaw safety was completed at Washburn County Highway Department on March 26th. We had 4 employees complete this class.
- The Highway Department is currently recruiting for summer flaggers and skilled seasonal help. These positions will be advertised until filled.
- Dustin Thompson from Keeping Safety Simple will be back April 10th to complete flagger and forklift training. Our March training with Dustin we completed excavation training and hearing tests.
- Bids for asphalt and pavement marking were opened on March 28 at 3:00 p.m. a listing of all bids received is attached.

John Pinnow

Bid Form

and

Asphaltic Pavement Specifications for the 2024 Season

Requirements:

- Binder and Surface material shall meet specifications for Wisconsin Department of Transportation Asphaltic Concrete Pavement, Type LT and MT (WMA and HMA).
- Bidder shall provide and maintain a Quality Management Program as spelled out in the State of Wisconsin Standard Specifications and shall include, but not limit to mix, design, process control inspection, sampling and testing, and adjusting the process to meet specifications.
- County reserves the right to conduct Quality Assurance Sampling.
- Bidder shall fax and/or hand deliver all test results to the Highway Department on a daily basis (when requested).
- Bidder shall provide aggregate.
- Plant shall be available from May-November.
- Plant shall be available to be set up at various locations.
- **BIDDERS MUST USE THESE FORMS TO SUBMIT THEIR BID BY 3:00 P.M. ON MARCH 28, 2024.**

Type LT (regressed) Warm Mix Asphalt \$57.65 per ton, loaded into trucks –Hayward (Mrotek Pit)

Type LT (regressed) Hot Mix Asphalt \$57.40 per ton, loaded into trucks – Hayward (Mrotek Pit)

Type MT (regressed) Warm Mix Asphalt \$61.95 per ton, loaded into trucks – Hayward (Mrotek Pit)

Type MT (regressed) Hot mix Asphalt \$61.70 per ton, loaded into trucks – Hayward (Mrotek Pit)

Type LT (regressed) Hot mix Asphalt \$60.70 per ton, loaded into trucks – Winter

Comments:

WINTER = THOMPSON PIT, TOWN LINE ROAD
COLA MIX SC500 FOR PARKER PIT - \$74.00 / TON

Signed:  BRENT SCHULZE

Representing: MONARCH PAVING COMPANY

The Sawyer County Highway Department reserves the right to accept or reject any or all bids or to accept the bid deemed most advantageous to Sawyer County.

John Pinnow
Highway Commissioner

**Bid Form
for
Centerline and Edge line Striping**

Bid for centerline and edgeline striping for highways in Sawyer County, Wisconsin.
Bidder to furnish epoxy paint from supplier listed on the Wisconsin Department of
Transportation's Approved Products List.
Bidder to supply glass beads conforming to AASHTO M 247.

\$ 0.32 / foot epoxy paint

Approximately 15.0 centerline miles of epoxy painting is anticipated (edge line and centerline) Of the 15.0 miles, approximately 8 miles will be on new construction.

Name of Contractor: Sir Lines A Lot
Address: 7175 Cahill Rd.
Edina, MN. 55439
Approved Signature: Mike Gilbertson
Date: 3/26/24

Owner has the right to accept or reject any or all bids. Any decision rendered is in the best interest of the Sawyer County Highway Department.

Sawyer County Highway Department

Summary of ATV Routes to Open May 2024

Segment	Municipality	Highway	From	To	Route Length Miles	ADT On Route	Pavement Width	Benefit to Business	Specific Reason for Request / Connectivity Value	Accident History Past 5 Years	Sheriff Department Concerns	Comments
1	Town of Round Lake	CTH A	County B	State Highway 77	5.9	390	22'	YES	Provide access to local businesses along with Coutny Road B route connector.	None	No Concerns	Low volume ADT. Longer segment. Good visibility. ATV Traffic should be low.
2	Town of Sand Lake	CTH AA	State Highway 70	Washburn County Line	0.1	380	24'	NO	Connects to Wasburn County A route access	None	No Concerns	Low volume ADT. Very short segment. Good visibility. ATV Traffic should be low.
3	Town of Winter / Hunter	CTH B	Fish Trap Lake Road	Musky Tale Resort	10.3	790	24'	YES	This route would be a major connector of businesses from City of Hayward, Round Lake, Chippewa Flowage, Callahan Lake, Moose Lake and Winter. This will also connect all 4 of our trail systems.	2 Injuries 2 Fatalities 5 Property Damages	No Concerns	Low volume ADT. Longer segment. Good visibility. ATV Traffic should be moderate.
4	Town of Hunter / Round Lake	CTH B	Forest Road 319	Moreland Road	8.4	2025	24'	YES	This route would be a major connector of businesses from City of Hayward, Round Lake, Chippewa Flowage, Callahan Lake, Moose Lake and Winter. This will also connect all 4 of our trail systems.	1 Injuries 1 Fatalities 10 Property Damages	No Concerns	High volume ADT. Longer segment. Good visibility. ATV Traffic should be moderate.
5	Town of Hayward	CTH B	Frogg Road	County Road K	2.8	2700	24'	YES	This route would be a major connector of businesses from City of Hayward, Round Lake, Chippewa Flowage, Callahan Lake, Moose Lake and Winter. This will also connect all 4 of our trail systems.	4 Injuries 9 Property Damages	No Concerns	High volume ADT. Short segment. Good visibility. Couple corners and busy intersections. ATV traffic should be moderate.
6	Town of Hayward	CTH B	County Road K	West Chippewa Trail	3.8	4700	24'	YES	This route would be a major connector of businesses from City of Hayward, Round Lake, Chippewa Flowage, Callahan Lake, Moose Lake and Winter. This will also connect all 4 of our trail systems.	6 Injuries 11 Property Damages	No Concerns	High volume ADT. Shorter segment. Good visibility. This section has a few hills. ATV Traffic should be moderate.
7	Town of Meteor / Couderay	CTH C	State Highway 48	Jos Chafer Road	7.2	260	22'	NO	Provides access to the Tuscobia State Trail and access to Exeland and Rusk County	1 Injury 1 Property Damage	No Concerns	Low volume ADT. Longer segment. Good visibility. Corners and hills along route. Route would go through Lemmington. ATV Traffic should be low.
8	Town of Couderay	CTH CC	State Highway 27/70	LCO Reservation Boundary	1.2	300	22'	NO	Provides access to the Tuscobia State Trail and Couderay	1 Injury	No Concerns	Low volume ADT. Shorter segment. Good visibility. Straight route with a couple hills. ATV Traffic should be low.

9	Town of Sand Lake	CTH E	Thors Lane	LCO Reservation Boundary	3.7	1000	22'	NO	Provide route access to the existing trail and route system located in the southwest portion of the County	3 Injuries 2 Property Damages	No Concerns	Moderate volume ADT. Short segment. Good visibility. ATV Traffic should be moderate.
10	Town of Bass Lake / Hayward	CTH E	County Road B	Williams Road	2.4	380	22'	YES	Provides direct connection with businesses along County Road K to 2 major trail systems. Also note that all of Town of Hayward and Bass Lake roads are open.	2 Property Damages	No Concerns	Low volume ADT. Shorter segment. Moderate to poor visibility. Has corners and hills and limited shoulder around Spring Lake. ATV Traffic should be low.
11	Town of Draper	CTH EE	State Highway 70	Fire Lane 161	3.2	250	24'	NO	Provide access to Price County route system along with Flambeau State forest and Chequamegon trail system	1 Property Damage	No Concerns	Low volume ADT. Shorter segment. Good visibility. ATV Traffic should be low.
12	Town of Radisson	CTH H	Beaver Brook Road	LCO Reservation Boundary	5.1	320	22'	YES	Provides access to Radisson, Local businesses along with Tuscobia Trail system. " If expanded North would connect the entire Chippewa Flowage route / trail system"	1 Injury 1 Property Damage	No Concerns	Low volume ADT. Longer segment. Good visibility. Straight route with a few hills. ATV Traffic should be low.
13	Town of Hayward	CTH K	State Highway 77	County Road B	1.9	1900	24'	YES	Provide connection between all businesses along County Road K 2 major trail sytems and easy access to the City of Hayward.	3 Injuries 1 Property Damage	No Concerns	Moderate volume ADT. Short segment. Good visibility. Straight route with 1 busy intersection. ATV Traffic should be moderate.
14	Town of Hayward / LCO	CTH K	County Road B	LCO Reservation Boundary	1	2900	24'	YES	Provide connection between all businesses along County Road K 2 major trail sytems and easy access to the City of Hayward.	5 Property Damages	No Concerns	High volume ADT. Short segment. Good visibility. Straight route. ATV Traffic should be moderate.
15	Town of Bass Lake	CTH K	State Highway 27	County Road KK	1.3	1500	22'	YES	Provides access to local businesses along County Road K and existing route on County Road KK	2 Property Damages	No Concerns	Moderate volume ADT. Short segment. Good visibility. Straight route with a few hills. ATV Traffic should be low.
16	Town of Winter	CTH M	Bebak Road	Rusk County Line	7.6	270	22'	YES	Gateway to and from Sawyer County to Rusk County. Route system leads to Flambeau Forest trails along with many businesses	1 Property Damage	No Concerns	Low volume ADT. Longer segment. Good visibility. Flat route with a few corners. ATV Traffic should be low.
17	Town of Hayward	CTH NN	County Road B	LCO Reservation Boundary	0.5	1100	22'	NO	Non functional route unless expanded	None	No Concerns	Moderate volume ADT. Short segment. Good visibility. ATV Traffic should be low.
18	Town of Spider Lake / Lenroot	CTH OO	State Highway 77	Northern Lights Road	5.8	230	22'	YES	Provides access to businesses as well as trail access to the County Forest trails.	None	No Concerns	Low volume ADT. Longer segment. Good visibility. ATV Traffic should be low.
19	Town of Hunter / Round Lake / LCO	CTH S	County Road B	Moose Lake Road	5.4	90	22'	YES	Connects the Moose lake area businesses to the Chippewa Flowage area businesses. Also provides road access when adjacent trails are closed during snowmobile season.	None	No Concerns	Low volume ADT. Longer segment. Moderate to Good visibility. Hills and curves along route. ATV Traffic should be low.