



Sawyer County

Agenda

**Public Works Committee Meeting
Wednesday, June 12, 2024 @ 6:30 PM**

Sawyer County Board Room

Revised: Wednesday, June 12, 2024 10:54 AM

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

[5.8.24 Public Works Minutes DRAFT](#)

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a.

8. MAINTENANCE DEPARTMENT REPORT

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

9. SAWYER COUNTY AIRPORT REPORT

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- a. Hayward Aviation, LLC (contracted Airport management) report
[June 2024 Airport Report](#)

10. HIGHWAY COMMISSIONER'S REPORT

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- a. [Commissioner Report 5-31-24Pinnow](#)

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- b. Control Access Policy (discussion and possible action)
[Driveway Map](#)
[Driveway Permit](#)

11. OUTSIDE COMMITTEE UPDATES

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 May 8, 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
- ☒ Randy Neumann
- ☒ Marc Helwig
- ☒ Chuck Van Etten
- ☒ Brian Bisonette - virtual

Others Present:

Andy Albarado
John Pinnow
Lynn Fitch
Derek Leslie
Tweed Shuman

Others Present:

Public speakers listed
below
Doug Mrotek

Call to Order – County Clerk Fitch 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.

Elections – Clerk Fitch read the rules of the election for Chair and Vice Chair and opened the floor for nominations. Mr. Helwig nominated Mr. Kinsley for position of Chair; there being no further nominations a voice vote was called and Mr. Kinsley was appointed unanimously as Chair. Nominations were opened for Vice Chair. Mr. Kinsley nominated Mr. Helwig for the position of Vice Chair; there being no further nominations, a voice vote was called and Mr. Helwig was appointed unanimously as Vice Chair.

Meeting Agenda –

Public Comments – Linda Zillmer, Greg Olson, Gerald Wright, Rolfe Hanson Letter, Town of Hunter Board letter, Mary Seitz letter, Jim Strandlund, Chris Ruckdaschel

Minutes from the previous meeting dated: April 10, 2024

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

Maintenance Department Report -

A written report was provided by Mr. Hagberg

Sawyer County Airport Report -

A written report was provided. Mr. Leslie advised that airport operations have steadily increased last month. The runway project consultants held a recent meeting and it was noted that there are several contractors that have expressed interest in the project. Mr. Leslie provided a brief overview of the runway project in 2025. They are also currently working through the Airport Master Plan. Many airports in the state have been reporting significant decreases in activity but that is not the case with our airport. June 22nd will host the Young Eagles plane ride event, and the pancake breakfast will be July 7th.

Mr. Albarado provided a review in the change in Wisconsin personal property tax and its effects on the taxes collected on airport hangars which are privately owned on County land. We will need to develop the billing for the taxes and send the invoices out. The process will be the same for cell phone tower properties.

Highway Commissioner's Report -

A written report was provided and reviewed by Mr. Pinnow. He provided a written overview of the Highway Dept. to all board members. An update of highway crew projects was provided, including the brushing work completed at the airport. Road construction on Hwy 77 will begin May 13th with a completion date of July 3rd. Funding for the roundabout was not approved at the state level.

A motion was made by Mr. Helwig; second by Mr. Neumann to approve the existing route renewal requests for 34 routes outside the LCO boundaries. Motion carried without negative vote.

A 2024 LCO temporary route request from Green Lake to Gurno Road on Hwy, NN was presented. A motion was made by Mr. Neuman to approve this request; second by Mr. Helwig. Motion carried without negative vote.

A list of routes within the LCO Tribal Boundaries was presented for consideration. A motion was made by Mr. Van Etten; second by Mr. Helwig to approve these route requests. Motion carried without negative vote.

A list of 19 new routes outside the LCO boundary was presented for consideration. Mr. Pinnow advised that the data seemed compatible for ATV/UTV use. Sheriff Mrotek presented information on safety concerns that he gathered from state systems. Three years of in-house data was collected from 2020 to date for all calls for ATV/UTVs which totaled 101; for bicycles, the call total was 188 for the same time period. A motion was made by Mr. Neuman to approve all routes requested and forward to County Board; second by Mr. Van Etten. Motion carried with one “nay” vote from Mr. Helwig. It should be noted that the routes can be revoked by the Highway Commissioner at any point.

Courtroom Remodeling Update -

The date for the ribbon cutting is May 16th at 5:00 pm. Refreshments will be served.

Restroom Facilities at the Ojibwe Ambulance Station -

Mr. Kinsley advised that the Ojibwe building has only one building that was built to state approved building plans at the time of construction. We sometimes have 2-3 people working out of the building so alternatives for the bathroom situation are being sought.

Closed Session -

At 7:36 pm a motion was made by Mr. Van Etten; second by Mr. Neumann to enter closed session pursuant to Wisconsin Statutes 19.85(1)(e) to enter closed session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Acquisition of property. A roll call vote was taken and carried 5:0 with “yes” votes from Kinsley, Van Etten, Neumann, Helwig, and Bisonette.

A motion was made by Mr. Van Etten at 7:46 pm to enter open session; second by Mr. Neumann. Motion carried without negative vote.

Future Agenda Items –

Correspondence, reports from conferences and meetings –

Adjournment: 7:48 pm

Next Meeting: June 12, 2024 **Time:** 6:30 pm **Location:** Board Room
Minutes recorded by Lynn Fitch, County Clerk

Maintenance Report June 2024

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

I. Courthouse:

- Approximately seven thousand feet of electrical and low voltage wire has been run throughout the courthouse ahead of the installation of door access card readers that are scheduled to be installed in June.
- In addition to routine building and grounds maintenance, staff responded to and completed forty-four service requests, forty-seven reactive work orders and six preventative work orders in the past thirty days.
- The utility locate for the branch two courtroom security fence has been completed and we are hoping to be able to start the installation process soon.
- We started installing new heat pumps in the 1995 addition of the courthouse. The entire project consists of replacing thirty-two units.

II. Ambulance:

- The roofing project at the Hayward ambulance station has been completed.
- The new ambulance, which was ordered in 2023, has been delivered.

Sawyer County Airport Management Report

June 2024

(Provided by Airport Manager Derek Leslie)

- Traffic has steadily increased per usual. Memorial Day weekend was relatively busy because of some nice flying weather. Activity usually picks up the 2nd week of June when school and spring sports are finished. Business class aircraft once again have been descending on our small airport. Our community has recently attracted several families to purchase lakes homes in the area. This is due to the fact that there is an airport that can support their travel in and out via private aircraft. One of these families has a King Air 350 that plans to begin weekly (if not more frequent) trips from approximately 650 miles away.

- The EAA is hosting a Young Eagles (free flights for kids ages 7-17) at our airport June 22nd. This event will be held in the morning at the terminal building. A full region wide schedule can be found on the EAA Chapter 631 website.

- The Pre-Bid and Bid submission date took place in the last month for the 2025 Runway Rehabilitation Project. We had two firms submit bids for the project that were very close to engineers estimates for the project.

- The Highway Department finished brushing and will resume some in July this summer. We plan to work on a budget and are currently reviewing some weed/brush control possibilities with industry professionals now that we have cleared some of the heavier areas around the airfield.

-The Master Plan is still ongoing and consultants at Coffman are working on alternative designs considering the public comments made at our spring public involvement meeting. There is a lot to do between now and when our next meetings are scheduled in September/October. I would highly recommend the new board supervisors to review the material on the dedicated website. www.sawyercounty.airportstudy.net

-Grass mowing at the airport has gone well thus far with the FBO providing the service for the first time. Lots of rain means lots of grass to mow...

- The Civil Air Patrol fundraiser (aka Fly-In/Open House) is on for Sunday July 7TH. Several county employees have come forward to help volunteer for the event. Fly ins can be really hard to predict because if there is poor weather not be a single aircraft may come in.

-FBO fuel sales have been slightly higher this year over last. We have seen an increase in prop plane traffic this year which is surprising considering the high price of Avgas over the last few months.



Sawyer County Highway Department

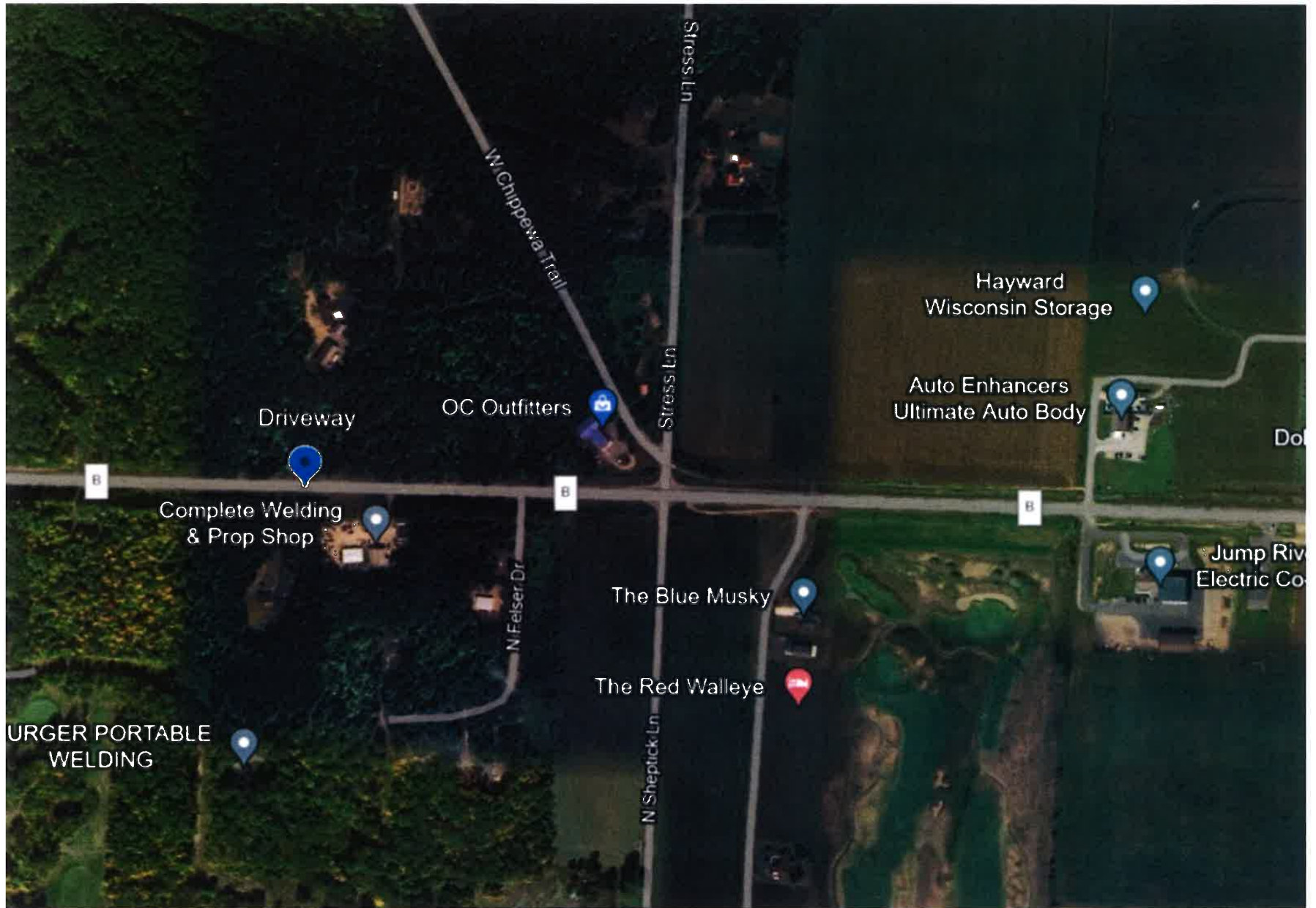
14688 W County Road B, Hayward, WI 54843
Office Phone 715-634-2691
Shop Phone 715-634-2692
Fax Number 715-634-4824



May 31, 2024

Highway Commissioner's Report

- Crews have completed reclaiming shoulders on all State Highways along with a few County roads. Depending on our budget this fall we'll add gravel to some of our shoulders on the County system.
- Mastic work has been completed on State Highway 48 from State Highway 40 to Copley Road. The scrub seal is scheduled for August 5th. We also completed County E bridge approach along with County road N and a portion of County Road DD and G.
- County C bridge update. Lunda was awarded the C bridge project. Expecting to receive the contract in July. Looks like August September project. I'll provide an update once the contract is received. I'll also provide an update to the temporary ATV route at this time.
- Culvert replacement on County D and C is in process. This will allow time for compaction. Summer Construction projects consist of wedging existing asphalt surface then placing a 2" hot mix overlay, placement of shoulder gravel and pavement markings. County D from State Highway 27 to Lund road 3.2 miles and County C from State Highway 48 to Bjelland Lane 3.8 miles.
- Mowing operations will begin June 10th starting at the southeastern portion of the County.
- ATV signs have been ordered and locates have been called in. I'll provide an update once the signage has been completed and open to ATV traffic.
- We have two culverts to replace on County road E by Indian Lake road that are failing. This will consist of closure on County E. Unfortunately, this section of road was paved 3 years ago and will require us to cut and patch.
- Dustin Thompson from keeping safety simple will be here on June 18th for confined space, fire extinguisher and silica training. Mine safety training has been completed.



PERMIT FOR ACCESS DRIVEWAY TO COUNTY TRUNK HIGHWAY

NOTE: SIGN AND RETURN ALL THREE COPIES FOR APPROVAL
I.D. WITH RIBBON THE LOCATION OF PROPOSED DRIVEWAY

DISTRIBUTION:

White - Applicant
Yellow - Town
Pink - County

Installation of Driveway by ☒ Applicant
☐ Land Owner

NAME AND ADDRESS OF APPLICANT <u>TEREK WALPORT</u> <u>15828 W FAN VALLEY RD</u> <u>HAYWARD WI 54843</u>	HIGHWAY <u>B</u>	COUNTY <u>SAWYER</u>
DAYTIME TELEPHONE NUMBER: <u>715-699-2258</u>	TOWN - VILLAGE - CITY <u>HAYWARD</u>	
TYPE OF DRIVEWAYS <u>GRAVEL</u>	PROPOSED LAND USE <u>DRIVEWAY</u>	START DATE <u>6-20-24</u>
		COMPLETION DATE

Location of Driveways

South side of the highway .2 miles West of Sheptick Lane
Section 32 Township 41N Range 8W

DESCRIPTION OF PROPOSED WORK (INCLUDE SPECIAL RESTRICTIONS, INTERSECTION CLEARANCES, OTHER DETAILS, AND REFERENCES TO ANY SKETCHES WHICH MAY BE ATTACHED).

Any driveways shall be constructed in accordance with all requirements printed on the reverse side, and any special conditions stated herein. The maintenance of the driveways shall be the responsibility of the applicant.

Issuance of this permit shall not be construed as a waiver of the applicant's obligation to comply with any more restrictive requirements imposed by local ordinances.

X [Signature] 5-30-24
SIGNATURE OF APPLICANT DATE

DO NOT WRITE BELOW THIS LINE - OFFICE USE ONLY

REQUIRED DRAINAGE STRUCTURE <u>18" x 40' with end walls</u>	IF NO DRAINAGE STRUCTURE, STATE WHY.
<u>[Signature]</u> PERMIT APPLIED	DATE <u>6-3-24</u>
CONSTRUCTION APPROVED	DATE