

Kris Glenn Mayberry, Sawyer County Clerk
Sawyer County Courthouse
10610 Main Street, Suite 10; Hayward, Wisconsin 54843
email address – county.clerk@sawyercountygov.org
telephone numbers 715.634.4866 and toll free 877.699.4110



October 1, 2015

Agenda
Public Works Committee meeting
October 7, 2015; 6:30 p.m.
Assembly Room, Sawyer County Courthouse

01. Meeting agenda
02. Minutes of September 9, 2015 meeting
03. Audience recognition
04. Maintenance Department report, including:
 - project report
 - monthly department expense vouchers
05. Highway Department report, including:
 - Highway Commissioner's report
 - monthly department expense vouchers
06. Sawyer County Airport report, including:
 - L & L Aviation (contracted Airport management) report
 - winter of 2015-2016 snowplowing
 - Airport area height limitation ordinance
 - Airport improvement projects (including nearly completed instrument landing system, expanded aprons, and parallel taxiway project and perimeter fencing project)
 - monthly Airport expense vouchers
07. Other matters for discussion only

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Kris Mayberry
Sawyer County Clerk



minutes of the meeting of the Public Works Committee
Sawyer County Board of Supervisors
September 9, 2015; 6:30 p.m.; Assembly Room; Sawyer County Courthouse

members present: Ron Kinsley (Chair), Tweed Shuman, Kathy McCoy, Dale Schleeter

also present: County Board member Warren Johnson, Patty and Derek Leslie (L & L Aviation – fixed based operator and contracted Airport management); Maintenance Department Supervisor Tim Hagberg; Highway Commissioner Gary Gedart; County Administrator Tom Hoff; County Clerk Kris Mayberry

Motion by McCoy, 2nd by Schleeter, to approve the meeting agenda as presented. Motion carried.

Motion by Shuman, 2nd by McCoy, to approve the August 12, 2015 Public Works Committee meeting minutes. Motion carried.

Highway Commissioner Gary Gedart presented and reviewed with the Committee the bids received for two ¾-ton crew cab pickup trucks and Highway Department Shop Foreman Jay Sand's recommendation to award the bid to Hayward Chrysler. Motion by Shuman, 2nd by Schleeter, to approve the recommendation. Motion carried.

Highway Commissioner Gary Gedart presented and reviewed with the Committee written monthly Highway Commissioner and Office Manager reports (copy in meeting file), including Sawyer County Highway Department fund balance reports and an employee overtime report (copies in meeting file). Commissioner Gedart reported that he is working with County Administrator Tom Hoff to fill the Highway Department Patrol Superintendent position. Motion by Shuman, 2nd by McCoy, to accept the Highway Department reports. Motion carried.

Highway Commissioner Gary Gedart presented and reviewed with the Committee a proposed 2016 Highway Department budget.

Patty Leslie, of L & L Aviation (fixed-base operator and contracted Airport management at the Sawyer County Airport), presented and reviewed with the Committee a written monthly report (copy in meeting file), including projects, operations, and conditions at the Sawyer County Airport (including working with Maintenance Department Supervisor Tim Hagberg in obtaining an estimated cost for providing a pilot weather briefing system in the terminal building at the Sawyer County Airport and installing a keypad entry system for pilots to access the building when the building is closed and other security measures). Ms. Leslie discussed with the Committee extending L & L Aviation's fixed-base operator's agreement with Sawyer County beyond its expiration on November 1, 2019.

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The Committee discussed a July 15, 2015 compliance review letter from Federal Aviation Administration (FAA) Airport Compliance Manager Hal Davis and that County Administrator Tom Hoff provided a timely response to that letter. The Committee reviewed proposed revisions (requested in the compliance review letter) to the County's Airport Minimum Standards and Procedures Ordinance amending Section 1.190 (Prohibited Activities on Airport Property) to delete the prohibition of free-fall skydiving, parachuting, hot air balloon flights, and the operation of ultralight aircraft. Motion by McCoy, 2nd by Shuman, to recommend County Board approval of the revisions. Motion carried.

The Committee reviewed copies of the fixed-base operator's agreement and Airport management agreement with L & L Aviation, the standard Airport hangar area lease, and the Airport Minimum Standards and Procedures Ordinance provided by County Clerk Kris Mayberry and resolved to review and update these as needed.

Maintenance Department Supervisor Tim Hagberg presented and reviewed with the Committee a written monthly department report (copy in meeting file) including a report on projects completed, in progress, and planned by the Maintenance Department. Motion by Shuman, 2nd by Schleeter, to accept the Maintenance Department report. Motion carried.

Motion by Shuman, 2nd by Schleeter, to adjourn the meeting. Motion carried.

minutes prepared by Sawyer County Clerk Kris Mayberry

Maintenance Report
October 2015

Along with routine maintenance, the following maintenance projects were completed or started in September:

I. Courthouse:

- Replaced damaged stair treads in Health and Human Services stairway.
- Removed damaged carpeting in Human Services AODA/ADRC hallways. The carpeting will be replaced with a vinyl plank floating floor.
- Replaced two air conditioning condensing units that were damaged during the courthouse roofing project. The cost of both units will be covered by the general contractor's insurance.

II. Emergency Government:

- Worked on alterations to the interior of the Emergency Government trailer.

III. Veteran Services:

- Painted exterior doors, window trim, and awnings on Veteran Services building.

IV. Hail Damage Update:

- New roof has been installed on the entire courthouse.
- Metal work has been started on the jail roof and is scheduled to start on the courthouse in the next two weeks.
- Work crews have been scheduled starting 10/5/2015 at the Hatchery Creek Pavilion to replace the roof and stain the exterior of the building.

L & L Aviation Management Report Oct. 2015

- September remained busy as the weather has been good
- Litigation with the Coopers has been settled concerning the land acquisition obtained during the ILS construction
- The University of Wisconsin Milwaukee came out the week of the 14th They conducted a Historical and Archeological survey of airport property. This is required by the state for our fence project. They found no remnants of ancient Native American tribes activity using the property. This is good news as we are hoping to move forward with fence construction this winter.
- Still no word on the ILS from The FAA.
- The BOA is updating our airport layout plan. We need to approve the area behind the terminal building as potential airport hangar future sites. Although not feasible at this time in the future it would be beneficial to have this area zoned and surveyed as part of our ALP.
- We do not have enough money in our entitlements for our much needed Boundary Survey. Mary Strait with the BOA is going to pull money out of apportionment this fall so we can do this project.
- Matt Malicki recommends we hold off on our Height Zoning Limitation Survey until the Boundary Survey is completed. We are not currently out of compliance as we do have the document but it is really old and needs to be updated. Matt recommends we wait and his office will help write the new ordinance.
- The fence project would appear to be moving forward we have a TENTATIVE date of out for bids on Oct. 23rd. Hopefully bid opening on Nov. 19th.

Jim Miller Excavating, Inc.

11294 N Olson Road
Hayward, WI 54843
(715) 638-2552 - Office
(715) 634-1800 - Fax

Snowplow Contract

Date	Contract #
9/14/2015	J15-140

SEND TO:

Sawyer County Airport
Attn: Patti Leslie
10610 Main Street, Suite 10
Hayward, WI 54843

Comments and Special Instructions:

Services for snowplowing, salt, and sand will automatically begin with snowfalls of 2" or more unless stated otherwise in your contract. If you desire plowing, salt, or sand for less than a 2" snowfall or greater than a 2" snowfall, please contact us.

General Terms:

Your acceptance of this contract evidences that Jim Miller Excavating, Inc. will not be held liable for any damages to items covered or buried under the snow, covered by other materials, or clearly not visible at the time snow plowing is performed. If the area to be plowed contains a ramp or any other structure the operator should be aware of, that structure must be clearly marked by staking and ribbons.

Description

SNOWPLOW CONTRACT FOR 2015-2016

SNOWPLOWING AND NOW REMOVAL - Standard rate is \$100 per hour/per machine/15 minute minimum.
15 minutes --> \$25.00 30 minutes --> \$50.00 45 minutes --> \$75.00 60 minutes --> \$100.00

SAND - Depends on your particular usage. Prices are broken down per bin, delivered. We have taken special precautions in our new building for the airport to resist the freezing of sand due to urgent requests, so that we can continue keeping the airport operating smoothly. The sand is stored indoors in a heated garage, keeping it clean from contamination, solely for the airport usage.

FUEL SURCHARGE - None at this time.

As stated in the advertisement for the Sawyer County Airport Snowplow bid, Jim Miller Excavating, Inc. has the ability and capability to remove snow in a timely manner from the runway, runway lights, taxiways, ramp area, driveways and hanger areas. Jim Miller Excavating, Inc also holds the necessary equipment stack and haul the snow off site as concluded in prior years.

This contract is being sent out to our VALUED customers from last year's winter snowplow season. We really appreciate your business and hope to keep it for years to come!!

Please review the contract and contact us with any questions or concerns you may have. It is important for us to receive your ACCEPTED contract so that we can prepare for the winter season. We will make arrangements to inspect the service areas to help prevent damage to both our equipment and customer property. This will include taking pictures and marking areas of concern for extra precautions for Jim Miller Excavating, Inc. and your business.

We now accept Visa, MasterCard, Discover, and American Express.

We look forward to your business. Please visit our website at www.jimmillerexcavating.com.

Wis. Stats. 779.02(2)(a) As required by the Wisconsin construction lien law, claimant hereby notifies owner that persons or companies performing, furnishing, or procuring labor, services, materials, plans, or specifications for the construction on owner's land may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to the undersigned claimant, are those who contract directly with the owner or those who give the owner notice within 60 days after they perform, furnish, or procure labor, services, materials, plans or specifications for the construction. Accordingly, owner probably will receive notices from those who perform, furnish, or procure labor, services, materials, plans, or specifications for the construction, and should give a copy of each notice received to the mortgage lender if any. Claimant agrees to cooperate with the owner and the owner's lender, if any, to see that all potential lien claimants are duly paid.

Please indicate acceptance of this contract with your signature & date below. Return one copy to us at the above address. Line throughs or erasures on any terms or conditions will invalidate this contract. If you would like something changed, please contact our office.

Signature:  Date: 9-17-15
JIM MILLER EXCAVATING, INC. Accepted: _____ Date: _____

Kris Mayberry

From: derek <d_leslie_08@yahoo.com>
Sent: Tuesday, September 15, 2015 11:01 AM
To: Kris Mayberry
Subject: Fwd: Sawyer Airport (UWM CRM 2015-363)
Attachments: 2015-363_SawyerCounty_PLP_FORMs.pdf; ATT00001.htm; 2015-363_SawyerCounty_PLPMap.pdf; ATT00002.htm

Sent from my iPhone

Begin forwarded message:

From: "Stephen M. Opatik" <sopatik@becherhoppe.com>
Date: September 15, 2015 at 8:30:09 AM CDT
To: "Patty Leslie (Sawyer Co. Airport Manager)" <dleslie@cheqnet.net>, "Derek Leslie (d_leslie_08@yahoo.com)" <d_leslie_08@yahoo.com>
Cc: "Messina, Matthew R - DOT" <Matthew.Messina@dot.wi.gov>, "Karl R. Kemper" <kkemper@becherhoppe.com>
Subject: FW: Sawyer Airport (UWM CRM 2015-363)

Hi Derek and Patty,

I'm sorry for the long delay but we're finally moving forward with the archaeological survey. In order for the archaeologists to complete the work, they need a permit from the State Historical Society. This permit needs to be signed by the landowner, in this case someone from the County who has authority to sign such documents.

If you could get the permit signed and email a .pdf of the signed copy that would be much appreciated.

Derek - I will give Jennifer your contact info and they will be contacting you directly to schedule their visit.

Hope all is well,

Steve

-----Original Message-----

From: Jennifer R Haas [mailto:haasjr@uwm.edu]
Sent: Tuesday, September 15, 2015 6:01 AM
To: Stephen M. Opatik <sopatik@becherhoppe.com>
Cc: Seth A Schneider <sethas@uwm.edu>; Richard H Kubicek <rkubicek@uwm.edu>
Subject: Sawyer Airport (UWM CRM 2015-363)

WISCONSIN PUBLIC LANDS FIELD ARCHAEOLOGICAL PERMIT, 2015
REQUIRED TO CONDUCT ARCHAEOLOGY ON ALL NON-FEDERAL PUBLIC LAND UNDER WIS. STAT. § 44.47
Wisconsin Historical Society

Name/Organization/Contact Jennifer R. Haas, UWM-CRM Telephone# 414-229-3078

Address PO Box 413, UW-Milwaukee City Milwaukee State WI Zip Code 53201

E-mail Address hassjr@uwm.edu FAX# 414-229-5848

Institutional Affiliation University of Wisconsin-Milwaukee Cultural Resource Management

Location: County Sawyer Civil Town Hayward

Town 41N Range 9W Section 13,23,24 Quarter Sections _____

Hwy/Rd Hwy/Rd: _____ Other Type of Project

Project Description: Sawyer County Airport Security/Wildlife Fence Reconstruction

Type of fieldwork: Phase I/Survey Phase II/Testing Phase III/Excavation Monitoring

Purpose of the fieldwork: Federal Compliance State Compliance Education Other

Site # NA Burial Site# NA Burial Permit Secured? Y N

Dates of field work: Begin date 9/9/2015 End date: 12/31/2015

What institution will curate recovered artifacts, notes, and records? UW-Milwaukee
(Curation agreement must be on file with WHS; all materials must be curated in an appropriate, staffed facility.)

Print name Jennifer R. Haas, M.S., RPA see attachments

Signature of Archaeologist Jennifer R. Haas Digitally signed by Jennifer R. Haas
DN: cn=Jennifer R. Haas, o, ou, email=haas1319@hotmail.com, c=US
Date: 2015.09.15 05:56:42 -0500 Date 9-15-15

Maps and/or Letters of explanation can accompany this application

Landowner or custodian name (print) Sawyer County Clerk Phone 715.634.4866
Kris Mayberry

Affiliation: Sawyer County

Signature of Landowner Kris Mayberry Date 9/15/2015

DO NOT WRITE BELOW THIS LINE

Permit Approved _____ Date _____

PLP # 15- _____

John H. Broihahn
State Archaeologist
Wisconsin Historical Society
816 State Street Madison, WI 53706
FAX: 608-264-6504 / PH 608-264-6496
Email: john.broihahn@wisconsinhistory.org



**WISCONSIN
HISTORICAL
SOCIETY**

Two copies of the final report must be submitted to the Division of Historic Preservation – Public History.

Additional authorization or permitting is necessary to conduct work within the boundaries of uncataloged and cataloged human burial sites under Wis. Stat. § 157.70. For additional information please see: <http://wihist.org/10WqFCf>

Hayward Airport Hangar Lease Map

