

Kris Glenn Mayberry, Sawyer County Clerk
Sawyer County Courthouse
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telephone numbers 715.634.4866 and toll free 877.699.4110



December 5, 2014

Agenda
Public Works Committee meeting
December 10, 2014, 6:30 p.m.
Assembly Room, Sawyer County Courthouse

01. Meeting agenda
02. Minutes of November 5, 2014 meeting
03. Audience recognition
04. Highway Department report, including:
 - request to plow Sawyer County Fairgrounds for Winter Wonderland activities
 - award bids (for 1 tandem-axle truck, 1 tandem-axle dump body, 1 tri-axle truck, and 1 tri-axle truck body)
 - conversion of Highway Department employee from paid time off to vacation and sick leave
 - 2015 routine maintenance agreements with Wisconsin Department of Transportation
 - Establish offering price for County Highway S right-of-way purchases
 - Highway Commissioner's report
05. Maintenance Department report, including project report
06. Sawyer County Airport report, including:
 - L & L Aviation (Airport management) report
 - Airport snow removal
 - petition for Airport improvement project to purchase snow removal and mowing equipment
 - hangar area issues (including assignment of hangar area lease)
 - Airport improvement projects
07. Employee travel out of the County
08. Monthly department expense vouchers
09. 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
November 5, 2014; 6:30 p.m.; Assembly Room; Sawyer County Courthouse

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

also present: Link's Pilot Don Salisbury, Cliff Korn (Airport hangar owners association), Becher Hoppe Associates representatives Karl Kemper (Staff Engineer) and Steve Opatik, 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; Accounting Manager Melissa Roach, County Clerk Kris Mayberry

Motion by Thompson, 2nd by Shuman, to approve the meeting agenda as presented. Motion carried.

Motion by Thompson, 2nd by Schleeter, to approve the October 8, 2014 Public Works Committee meeting minutes. Motion carried.

Highway Commissioner Gary Gedart presented and reviewed with the Committee a written monthly Highway Department report (copy in meeting file) which included a Highway Department employee overtime report and a Highway Department Fund balance report, advised the Committee that a consultant would be hired for 2 town bridge projects, and presented a relocation order for the bicycle and pedestrian trail planned to parallel County Highway B from its intersection with Wisconsin Highway 27 to its intersection with County Highway K. Motion by Shuman, 2nd by Schleeter, to approve the relocation order. Motion carried.

Patty Leslie, of L & L Aviation (fixed based operator and contracted Airport management), presented and reviewed a written monthly report, including projects, operations, and conditions at the Sawyer County Airport (copy in meeting file), advised the Committee that the Wisconsin Department of Transportation Bureau of Aeronautics is willing to assist with an economic impact report for the Sawyer County Airport, and reported that the Federal Aviation Administration will attempt (weather permitting) this week to perform a flight check of the newly installed instrument landing system at the Sawyer County Airport.

Becher Hoppe Associates representatives Karl Kemper (Staff Engineer) and Steve Opatik presented information about the Sawyer County Airport perimeter fencing project and indicated that the engineering portion of the project would be funded with the Federal Aviation Administration paying 90%, the Wisconsin Department of Transportation Bureau of Aeronautics paying 5%, and the County paying 5% (estimated at \$3,000). The Committee discussed that a significant portion of the expense for the project was compliance with federal specifications, including wage rates. Motion by Shuman, 2nd by Thompson, to recommend Administration Committee and County Board approval to expend an amount not to exceed \$3,000 from the Sawyer County Resource Development Fund for the County's share of the engineering portion of the Sawyer County Airport perimeter fencing project. Motion carried.

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Duffy

The Committee opened and reviewed the one contract (from Jim Miller Excavating) received in response to an advertisement for bids for the snow plowing and removal for the paved areas at the Sawyer County Airport during the winters of 2014-2015, 2015-2016, and 2016-2017. The contract included a \$100 per hour per machine charge for snowplowing and removal. Motion by Schleeter, 2nd by Thompson, to approve the contract, subject to review and approval by Sawyer County Corporation Counsel Thomas J. Duffy. Motion carried.

The Committee discussed whether additional revenues could be generated from operations at the Airport and the information that was provided by L & L Aviation about the fuel flowage fees charged by similar airports in Wisconsin.

Maintenance Department Supervisor Tim Hagberg presented and reviewed with the Committee a written monthly department report (copy in meeting file), including a year-to-date budget performance report.

Maintenance Department Supervisor Tim Hagberg provided an update on plans to repair hail damage to the roofs of County buildings from the September 4th storm and indicated that the adjuster for the County's insurer, the State of Wisconsin Office of the Commissioner of Insurance Local Government Property Insurance Fund, would like the re-roofing project completed by December 1, 2014. Mr. Hagberg indicated that he did not believe this possible or advisable due to the onset of winter weather conditions and that the adjuster would be contacted to resolve the issue.

The Committee reviewed information provided by Maintenance Department Supervisor Tim Hagberg about the additional wear and tear and expenses resulting from the increased number of medical transfers being performed by the Sawyer County Ambulance Service. The Committee determined to monitor the amount of additional expenses in relation to the additional revenues received from the increased number of medical transfers.

Maintenance Department Supervisor Tim Hagberg reported that he and Interim Ambulance Department Director Eric Nilson are planning to view and test a used ambulance for possible purchase.

Maintenance Department Supervisor Tim Hagberg indicated that he was considering whether the Maintenance Department should provide vehicle maintenance for area conservation wardens providing this does not affect maintenance of County vehicles.

The Committee reviewed the monthly expense vouchers for the Highway Department, the Maintenance Department, and the Airport. Motion by Thompson, 2nd by Schleeter, to approve the vouchers. Motion carried.

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

minutes prepared by Sawyer County Clerk Kris Mayberry

Maintenance Report
December 2014

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

I. Courthouse:

- Built and installed new cabinet and countertop in Register of Deeds vault.
- Painted Register of Deeds and Treasurer's office areas and vaults.
- Built and installed locking file cabinets for billing Clerk office.

II. Sheriff's Department:

- Installed vent limiters on gas regulators for boilers and water heaters in the 1975 portion of the Sheriff's Department.
 - The gas regulators in the basement of the jail had been vented improperly when they were initially installed during construction.

III. Highway Department:

- Converted two exterior wall pack lighting units to high efficient LED lights.

IV. Oasis:

- Fireline Sprinkler Corporation was hired to raise the height of the sprinkler heads in one of the conference rooms in the portion of the building being leased by Northwest Counseling.
 - The sprinkler heads were at risk of being broken due to the types of activities being conducted in the conference room. Prior to having the work completed by Fireline Northwest Counseling agreed to pay all costs associated with the project.



Budget Performance Report

Date Range 01/01/14 - 11/30/14

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd
Fund 100 - General Fund									
REVENUE									
Department 31 - Building Maintenance									
48309	Sale of misc property	700.00	.00	700.00	.00	.00	1,714.19	(1,014.19)	245
Department 31 - Building Maintenance Totals		\$700.00	\$0.00	\$700.00	\$0.00	\$0.00	\$1,714.19	(\$1,014.19)	245%
REVENUE TOTALS		\$700.00	\$0.00	\$700.00	\$0.00	\$0.00	\$1,714.19	(\$1,014.19)	245%
EXPENSE									
Department 31 - Building Maintenance									
State Account 51600 - Maint./Custodial Expenses									
50111	Regular Salaries	146,985.00	.00	146,985.00	13,957.22	.00	150,397.61	(3,412.61)	102
50112	Salaries Overtime	2,000.00	.00	2,000.00	80.87	.00	770.56	1,229.44	39
50124	Temporary Help	3,000.00	.00	3,000.00	.00	.00	1,280.00	1,720.00	43
50144	Term Life Ins./Employer's Share	90.00	.00	90.00	6.51	.00	64.73	25.27	72
50147	Workers Comp	4,954.00	.00	4,954.00	.00	.00	.00	4,954.00	0
50151	FICA-Employer's Share	11,244.00	.00	11,244.00	1,000.16	.00	10,917.70	326.30	97
50152	Retirement-Employer's Share	10,289.00	.00	10,289.00	982.66	.00	10,639.32	(350.32)	103
50154	Hospital and Health Insurance	51,110.00	.00	51,110.00	4,467.50	.00	57,181.39	(6,071.39)	112
50155	Flex Administration Fees	220.00	.00	220.00	16.80	.00	192.96	27.04	88
50157	Employee Education and Training	900.00	.00	900.00	.00	.00	751.45	148.55	83
50159	Physicals	100.00	.00	100.00	.00	.00	.00	100.00	0
50217 Water/Sewer-Vets & Maintenance.									
50217-322	Water/Sewer-Vets & Maintenance.	1,000.00	.00	1,000.00	66.06	.00	692.07	307.93	69
50217 - Water/Sewer-Vets & Maintenance. Totals		\$1,000.00	\$0.00	\$1,000.00	\$66.06	\$0.00	\$692.07	\$307.93	69%
50218 Garbage									
50218-323	Garbage	2,000.00	.00	2,000.00	.00	.00	900.99	1,099.01	45
50218 - Garbage Totals		\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$900.99	\$1,099.01	45%
50221	Water and Sewer	6,500.00	.00	6,500.00	430.59	.00	4,066.59	2,433.41	63
50222	Electric	45,000.00	.00	45,000.00	2,975.24	.00	36,372.97	8,627.03	81
50223 Electric-Vets & Maint.									
50223-324	Electric-Vets & Maint.	4,000.00	.00	4,000.00	284.65	.00	3,498.94	501.06	87
50223 - Electric-Vets & Maint. Totals		\$4,000.00	\$0.00	\$4,000.00	\$284.65	\$0.00	\$3,498.94	\$501.06	87%
50224	Heating Fuels	10,500.00	.00	10,500.00	115.84	.00	4,895.98	5,604.02	47
50225	Telephone	1,800.00	.00	1,800.00	.00	.00	1,758.19	41.81	98
50235	Snow removal	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0
50242	Repair & Maint.	9,400.00	.00	9,400.00	.00	.00	9,537.35	(137.35)	101
50245	Ground Improvements	800.00	.00	800.00	.00	.00	551.57	248.43	69
50247	Repairs-Buildings	20,000.00	.00	20,000.00	.00	.00	15,530.79	4,469.21	78
50311	Postage	110.00	.00	110.00	.00	.00	.00	110.00	0
50312	Office Supplies	250.00	.00	250.00	.00	.00	150.05	99.95	60
50313	Printing	300.00	.00	300.00	30.90	.00	601.75	(301.75)	201
50314	Small Items of Equipment	800.00	.00	800.00	.00	.00	365.04	434.96	46



Budget Performance Report

Date Range 01/01/14 - 11/30/14
Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd
Fund 100 - General Fund									
EXPENSE									
Department 31 - Building Maintenance									
State Account 51600 - Maint./Custodial Expenses									
50335	Meal Expenses	100.00	.00	100.00	.00	.00	1.50	98.50	2
50339	Travel	100.00	.00	100.00	.00	.00	.00	100.00	0
50340	Operating Supplies	1,000.00	.00	1,000.00	.00	.00	4,167.71	(3,167.71)	417
50344	Supplies	18,000.00	.00	18,000.00	.00	.00	9,699.89	8,300.11	54
50351	Fuel-Vets Bldg.								
50351-325	Fuel-Vets Bldg.	2,300.00	.00	2,300.00	51.50	.00	1,129.55	1,170.45	49
50351 - Fuel-Vets Bldg. Totals		\$2,300.00	\$0.00	\$2,300.00	\$51.50	\$0.00	\$1,129.55	\$1,170.45	49%
State Account 51600 - Maint./Custodial Expenses Totals		\$356,852.00	\$0.00	\$356,852.00	\$24,466.50	\$0.00	\$326,116.65	\$30,735.35	91%
Department 31 - Building Maintenance Totals		\$356,852.00	\$0.00	\$356,852.00	\$24,466.50	\$0.00	\$326,116.65	\$30,735.35	91%
EXPENSE TOTALS		\$356,852.00	\$0.00	\$356,852.00	\$24,466.50	\$0.00	\$326,116.65	\$30,735.35	91%
Fund 100 - General Fund Totals									
REVENUE TOTALS		700.00	.00	700.00	.00	.00	1,714.19	(1,014.19)	245
EXPENSE TOTALS		356,852.00	.00	356,852.00	24,466.50	.00	326,116.65	30,735.35	91
Fund 100 - General Fund Totals		(\$356,152.00)	\$0.00	(\$356,152.00)	(\$24,466.50)	\$0.00	(\$324,402.46)	(\$31,749.54)	
Fund 220 - Maintenance of County Vehicles									
EXPENSE									
Department 00 - General									
State Account 52230 - Service Garage									
50111	Regular Salaries	43,827.00	.00	43,827.00	.00	.00	13,541.18	30,285.82	31
50112	Salaries Overtime	500.00	.00	500.00	.00	.00	7.81	492.19	2
50144	Term Life Ins./Employer's Share	56.00	.00	56.00	.00	.00	19.99	36.01	36
50147	Workers Comp	1,569.00	.00	1,569.00	.00	.00	.00	1,569.00	0
50151	FICA-Employer's Share	3,353.00	.00	3,353.00	.00	.00	1,030.86	2,322.14	31
50152	Retirement-Employer's Share	3,068.00	.00	3,068.00	.00	.00	663.87	2,404.13	22
50154	Hospital and Health Insurance	18,743.00	.00	18,743.00	.00	.00	.00	18,743.00	0
50157	Employee Education and Training	300.00	.00	300.00	.00	.00	150.00	150.00	50
50218	Garbage								
50218-323	Garbage	400.00	.00	400.00	.00	.00	225.23	174.77	56
50218 - Garbage Totals		\$400.00	\$0.00	\$400.00	\$0.00	\$0.00	\$225.23	\$174.77	56%
50224	Heating Fuels	7,700.00	.00	7,700.00	.00	.00	4,250.83	3,449.17	55
50225	Telephone	650.00	.00	650.00	.00	.00	174.89	475.11	27
50235	Snow removal	600.00	.00	600.00	.00	.00	.00	600.00	0
50241	Repairs/Maintenance-Vehicles	66,000.00	.00	66,000.00	45.00	.00	50,509.93	15,490.07	77
50311	Postage	100.00	.00	100.00	.00	.00	.00	100.00	0
50312	Office Supplies	100.00	.00	100.00	.00	.00	6.87	93.13	7
50335	Meal Expenses	100.00	.00	100.00	.00	.00	.00	100.00	0



Budget Performance Report

Date Range 01/01/14 - 11/30/14

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd
Fund 220 - Maintenance of County Vehicles									
EXPENSE									
Department 00 - General									
State Account 52230 - Service Garage									
50338	Tool Allowance	75.00	.00	75.00	.00	.00	75.00	.00	100
50344	Supplies	200.00	.00	200.00	.00	.00	501.12	(301.12)	251
50346	Uniform Allowance	550.00	.00	550.00	.00	.00	354.28	195.72	64
50352	Oil, Grease & Anti-Freeze	5,000.00	.00	5,000.00	.00	.00	3,676.60	1,323.40	74
50353	Machinery & Equipment Parts	1,000.00	.00	1,000.00	228.48	.00	1,578.99	(578.99)	158
50355	Tires	16,000.00	.00	16,000.00	.00	.00	13,752.04	2,247.96	86
50362	Small Tools	300.00	.00	300.00	.00	.00	64.68	235.32	22
State Account 52230 - Service Garage Totals		\$170,191.00	\$0.00	\$170,191.00	\$273.48	\$0.00	\$90,584.17	\$79,606.83	53%
Department 00 - General Totals		\$170,191.00	\$0.00	\$170,191.00	\$273.48	\$0.00	\$90,584.17	\$79,606.83	53%
EXPENSE TOTALS		\$170,191.00	\$0.00	\$170,191.00	\$273.48	\$0.00	\$90,584.17	\$79,606.83	53%
Fund 220 - Maintenance of County Vehicles Totals									
REVENUE TOTALS		.00	.00	.00	.00	.00	.00	.00	+++
EXPENSE TOTALS		170,191.00	.00	170,191.00	273.48	.00	90,584.17	79,606.83	53
Fund 220 - Maintenance of County Vehicles Totals		(\$170,191.00)	\$0.00	(\$170,191.00)	(\$273.48)	\$0.00	(\$90,584.17)	(\$79,606.83)	
Grand Totals									
REVENUE TOTALS		700.00	.00	700.00	.00	.00	1,714.19	(1,014.19)	245
EXPENSE TOTALS		527,043.00	.00	527,043.00	24,739.98	.00	416,700.82	110,342.18	79
Grand Totals		(\$526,343.00)	\$0.00	(\$526,343.00)	(\$24,739.98)	\$0.00	(\$414,986.63)	(\$111,356.37)	

L & L Aviation Airport Manager Report Dec. 2014

First and foremost in the last month the FAA had preformed the flight check for our new ILS system. The flight check failed on two different occasions. We did everything in our power to ready the site for the flight check but we ran into difficulties due to the fact the ground wasn't frozen before our first snow storm of the season. Jim Miller was fearful that during snow removal he would be held responsible for damage to the newly planted areas around the taxi ways. We had many ideas of how to solve this dilemma. We considered renting a blower from the town of Hayward to the tune of \$300 per hour. Also considered was a groomer from the snowmobile alliance to pack the snow down in the areas specifically pertaining to our new ILS system. In the end the BOA decided that they would cover any damage done as part of the project. We worked closely with Jim Miller, the FAA and the BOA to get the snow out of the way for the flight check. The FAA technician on the ground here in Hayward was pleased with the work we did and felt that we were ready to be flight checked. Unfortunately after all of this our flight check still failed.

There are 3 possible reasons the flight check failed.

- #1 the snow in the infield critical ILS safety area
- #2 the engineering was incorrect
- #3 we need to do more brushing.

We plan to brush this critical area regardless as soon as it is frozen enough to start off this years extensive brushing project. Alan Schuck usually does the brushing because he has the proper equipment to get out in wetland areas we must brush, without getting stuck and damaging the wetlands. Some of the brushing we need to do was not included in the ILS project. Sawyer County is required to do this brushing to stay in compliance with FAA regulations. The areas in which we will need to brush this winter and the cost of doing it has yet to be determined.

It would appear at this point that the FAA is going to wait until spring to do another flight check. In hindsight, this is going to push back the fence project for this winter. We plan to bid the fence project this spring and put part of the chain link fence up this summer. The fence has to be done in 2 segments as we can't get out in the wet lands in the summer. The chain link fence along the road in the solid ground areas must be conducted in the summer months. That frees up our 2014 entitlement dollars. We highly recommend we do as other airports have done and petition for federal dollars to acquire our own snow removal equipment. The BOA recommends a New Holland tractor with a plow and a blower. The cost of this is approximately \$140,000. Our portion of which would be \$7,000. It seems like a lot of money but it will help us save money in the future. With Jim Miller potentially using our equipment the cost will be substantially less. The airport will be snowblowed more effectively to meet the needs of the ILS system. Our staff will be trained how to use the equipment if needed in an emergency situation. A petition will be brought to the committee for our next meeting and we will need to make a decision on whether we want to go after this. We would like to go ahead as quickly as

possible to start the petition process. This is a time sensitive matter because only a number of these tractors may be available and we would like to get the equipment for this winter so we can start saving the county money.

We have not heard back yet from the DNR on the trout stream issue.

We have yet to hear back from the BOA on the economic impact survey we are having done.

We have given a lot of thought about how to have the airport make money. Ideas mentioned have been a timber sale of all trees on airport property. That is an excellent idea. Only a one time shot but that would be a great money maker. Another idea is to have farmers plant hay on the field. Another idea is to close down the grass strip and build more hangars. We feel that is not an option at this point. The grass strip does get used and the FAA frowns upon closing down any runway unless it is a very good reason. We are not sure that building hangars is a good enough one. In speaking with Matt from the BOA he doesn't want to do anything until the ILS is certified and working properly. He would just a soon wait for the fence to be completed before we start any new projects.

The CAP hangar is still not ready for them to move into. They are waiting on some air intake system. Just to mention again L & L Aviation has housed all of the CAP equipment at no cost to them or the county. That is difficult now as we are forced to leave aircraft outside because we have no where to put them. We are losing revenue on the deal.

Kris Mayberry

From: Malicki, Matthew - DOT <Matthew.Malicki@dot.wi.gov>
Sent: Wednesday, November 19, 2014 10:47 AM
To: Kris Mayberry; Leslie, Dan and Patty; Derek Leslie
Cc: 'rvannatta@becherhoppe.com'; 'kkemper@becherhoppe.com';
'ngolla@becherhoppe.com'; Arnold, Mark - DOT; Egger, Christopher R - DOT
Subject: Sawyer County Airport Snow Removal Operations

Hi Patty, Derek, and Kris,

During yesterday's weekly project teleconference, you requested that I send you a letter regarding your concerns about your snow removal operation, and it's affect on the recently-constructed landscaped areas.

Regarding your concern about the potential re-grading and re-seeding of areas disturbed during snow removal operations: The current ILS project will pay for any re-grading/re-seeding along the parallel taxiway and apron expansion that is necessary after the snow melts. It's incumbent upon Sawyer County to keep the airfield pavements clear of snow so that aircraft operations can continue to occur throughout the winter, and the recently completed taxiway and apron are now a part of those airfield pavements. With the late construction of the taxiway and apron, and the early snowfall (which prevented frost prior to the snow), the ground is soft and likely will need some repair in the spring. However, it is asked that the airport snow removal be as gentle as possible with the snow removal operations, and limit the extent of the snow removal areas until the ground freezes.

Regarding your concern about the silt fence that is protecting wetland areas/storm water detention basins: As mentioned in the teleconference, you need to remove the snow from airfield pavements. If your snow removal operations cause silt fence to be knocked over, the project will pay to restore the silt fence in the spring. We certainly understand your concerns about the silt fence being in the way of your snow removal operations, but we cannot remove the silt fence due to the sensitive environmental areas near the project. Again, please be as careful as possible to not damage any more silt fence than is necessary, but it is understand that some silt fence will get damaged during snow removal operations.

Finally, please keep heavy snow removal equipment out of the detention basins if at all possible. These detention basins are constructed in a way that helps promote the drainage of water through the soil, and if heavy equipment is in those basins prior to the ground freezing, the compaction that would occur could be detrimental to the long-term success of those detention facilities. Piling snow in the detention basins is acceptable.

If you have any further questions, please let me know.

Thanks,

-Matt

Matt Malicki, P.E.
Wisconsin Bureau of Aeronautics
4802 Sheboygan Ave., Room 701
P.O. Box 7914
Madison, WI 53707-7914
(608) 266-0902
matthew.malicki@dot.wi.gov

Jim Miller Excavating, Inc.

14680W Highland Rd.
Hayward, WI 54843
(715) 638-2552 - Office
(715) 634-4147 - Home Office
(715) 634-1800 - Fax

Snowplow Contract

Date	Contract #
10/10/2014	J14-039

SEND TO:

Sawyer County Airport
Attn: Patti
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 inches or more unless stated otherwise in your contract. If you desire plowing, salt, or sand for less than a 2 inch 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 2014-2015/2015-2016/2016-2017

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!!

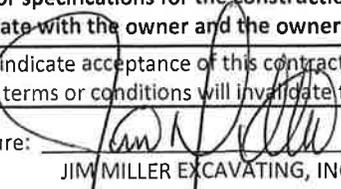
Please review the contract and contact us with any questions or concerns you may have. It is important for us to receive your ACCEPTED contract so that we can prepare for the winter season. We will make arrangements to inspect the service areas to help prevent damage to both our equipment and customer 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:  JIM MILLER EXCAVATING, INC.	Date: 10-13-14	Accepted: _____	Date: _____
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Division of Transportation
Investment Management
PO Box 7914
Madison, WI 53707-7914

Scott Walker, Governor
Mark Gottlieb, P.E., Secretary
Internet: www.dot.wisconsin.gov

Telephone: 608-266-3351

Facsimile (FAX): 608-267-6748

December 4, 2014

KRIS MAYBERRY & PATTY LESLIE
SAWYER COUNTY

Sawyer County Airport Petition Package

Dear Kris and Patty:

Matt asked me to send you a petition package for snow removal equipment. Also just an FYI, you will need a new petition for any work going forward from here other than the fence. Matt thought you'd want to limit this petition to just the snow removal equipment for now; let me know when you want to petition for other items.

I have enclosed the following to get you started on your airport's petition for (federal/state aid) aid for an airport development project:

1. Airport Aid Petition Resolution Checklist.
2. Resolution petitioning the Secretary for Airport Improvement Aid.
3. Agency and Assurances Agreement.
4. Chapter Trans 55, Wisconsin Administrative Code.
5. Federal Owner Assurances
6. Sample of the Notice of Public Hearing.
7. Sample of the Affidavit of Publication of the hearing notice.
8. Information on the airport development hearing process.
9. Information to be submitted in support of airport aid petitions.

It may be helpful for you to call Matt Malicki, the bureau's project manager for your airport, to discuss your request, to be ensure all needed work items are included. This will help assure no step in the process is missed and avoid the need for a new resolution.

The public hearing is the first step in the petition process. Wisconsin Statutes require at least **ten (10)** days notice of the public hearing is provided by publication of a Class I notice in the local legal paper. It is also imperative that **all** the work items you wish to petition for are listed in the notice and addressed in the public hearing. An affidavit of publication signed by the publisher and notarized is also required. An exhibit showing the location of the proposed work (including land to be acquired) should be made available for inspection at the public hearing. Please include a copy of this exhibit in your petition package to clarify the intent of your request.

The sample hearing notice includes suggested wording for meeting the requirements of the Americans with Disabilities Act (ADA).

After the public hearing, the airport's governing body can pass the petition resolution. The petition resolution authorizes representatives of the governing body to execute the agency agreement and owner assurances. Please return one original copy of the petition resolution and two copies of the agency agreement and owner assurances. A copy of the agency and assurances agreement will be returned to you after it is signed by the bureau director.

The Bureau of Aeronautics recommends that general aviation airport sponsors budget 20% of the project costs as their share of all projects.

Please contact me at (608) 266-7187 or mary.strait@dot.wi.gov with any questions.

Sincerely,

Mary Strait
Airport Program Engineer

W:\Airports\Sawyer County Airport\Petition\12-14HYR\tr.docx
Enclosures

102dev.dot/r.04/08/2013

**RESOLUTION PETITIONING
THE SECRETARY OF TRANSPORTATION
FOR AIRPORT IMPROVEMENT AID
BY**

**County Board of Supervisors
Sawyer County, Wisconsin**

WHEREAS, Sawyer County, Wisconsin, hereinafter referred to as the sponsor, being a municipal body corporate of the State of Wisconsin, is authorized by Wis. Stat. §114.11, to acquire, establish, construct, own, control, lease, equip, improve, maintain, and operate an airport, and

WHEREAS, the sponsor desires to develop or improve the Sawyer County Airport, Sawyer County, Wisconsin,

"PETITION FOR AIRPORT PROJECT"

WHEREAS, airport users have been consulted in formulation of the improvements included in this resolution, and

WHEREAS, a public hearing was held prior to the adoption of this petition in accordance with Wis. Stat. §114.33(2) as amended, and a transcript of the hearing is transmitted with this petition, and

THEREFORE, BE IT RESOLVED, by the sponsor that a petition for federal and (or) state aid in the following form is hereby approved:

The petitioner, desiring to sponsor an airport development project with federal and state aid or state aid only, in accordance with the applicable state and federal laws, respectfully represents and states:

1. That the airport, which it is desired to develop, should generally conform to the requirements for a General Aviation type airport as defined by the Federal Aviation Administration.
2. The character, extent, and kind of improvements desired under the project are as follows: purchase snow removal and mowing equipment, and any necessary related work.
3. That the airport project, which your petitioner desires to sponsor, is necessary for the following reasons: to meet the existing and future needs of the airport.

WHEREAS, it is recognized that the improvements petitioned for as listed will be funded individually or collectively as funds are available, with specific project costs to be approved as work is authorized, the proportionate cost of the airport development projects described above which are to be paid by the sponsor to the Secretary of the Wisconsin Department of Transportation (hereinafter referred to as the Secretary) to be held in trust for the purposes of the project; any unneeded and unspent balance after the project is completed is to be returned to the sponsor by the Secretary; the sponsor will make available any additional monies that may be found necessary, upon request of the Secretary, to complete the project as described above; the Secretary shall have the right to suspend or discontinue the project at any time additional monies are found to be necessary by the Secretary, and the sponsor does not provide the same; in the event the sponsor unilaterally terminates the project, all reasonable federal and state expenditures related to the project shall be paid by the sponsor; and

WHEREAS, the sponsor is required by Wis. Stat. §114.32(5) to designate the Secretary as its agent to accept, receive, receipt for and disburse any funds granted by the United States under the Federal Airport and Airway Improvement Act, and is authorized by law to designate the Secretary as its agent for other purposes.

**AGENCY AGREEMENT AND
FEDERAL BLOCK GRANT OWNER ASSURANCES**

**Department of Transportation
Bureau of Aeronautics
Madison, Wisconsin**

WHEREAS, Sawyer County, Wisconsin, hereinafter referred to as the sponsor, desires to sponsor an airport development project to be constructed with federal aid and/or state aid, specifically, the Sawyer County Airport project to:

Purchase snow removal and mowing equipment; and any necessary related work.

WHEREAS, the sponsor adopted a resolution on _____, 20____, a copy of which is attached and the prescribed terms and conditions of which are fully incorporated into this agreement, designating the Secretary as its agent and requesting the Secretary to act as such as set forth in the resolution, and agreeing to maintain and operate the airport in accordance with certain conditions; and

AGENCY AGREEMENT.....

WHEREAS, upon such request, the Secretary is authorized by law to act as agent for the sponsor until financial closing of this project;

NOW THEREFORE, the sponsor and the Secretary do mutually agree that the Secretary shall act as the sponsor's agent in the matter of the airport development as provided by law and as set forth in the referenced resolution; provided, however, that the Secretary is not required to provide legal services to the sponsor.

By: SECRETARY OF TRANSPORTATION

David M. Greene, Director (Date)
Bureau of Aeronautics

FEDERAL BLOCK GRANT OWNER ASSURANCES

WHEREAS, the sponsor does agree to the conditions established in Wis. Admin. Code Trans §55, and for projects receiving federal aid, to the attached federal sponsor assurances, which are a condition of a federal grant of funds.

The federal block grant owner assurances shall remain in full force and effect throughout the useful life of the facilities developed under this project, but in any event not to exceed twenty (20) years from the date of the finding (except for land projects, which shall run in perpetuity);

Acceptance: The sponsor does hereby accept the agency agreement and the federal block grant owner assurances.

Sponsor: Sawyer County, Wisconsin

Name

Title

Date

Name

Title

Date

Kris Mayberry

From: Strait, Mary - DOT <mary.strait@dot.wi.gov>
Sent: Thursday, December 04, 2014 9:00 AM
To: Kris Mayberry; Leslie, Dan and Patty
Cc: Malicki, Matthew - DOT
Subject: PETITION PACKAGE for Sawyer County Airport
Attachments: 12-14HYRltr.docx; 12-14HYRres.docx

Hello Kris, Dan & Patty,

Matt asked me to send you a petition package for snow removal equipment. Also just an FYI, you will need a new petition for any work going forward from here other than the fence. Matt thought you'd want to limit this petition to just the snow removal equipment for now; let me know when you want to petition for other items.

Attached is:

1st The cover letter:

2nd The petition Resolution/Agency Agreement

A checklist of what to include in your petition package, plus supporting information, such as a sample format for a hearing notice is on our website at: <http://www.dot.wisconsin.gov/localgov/docs/airport-petition.pdf>

When you submit a petition resolution you are agreeing to conditions as detailed in Trans 55, which are the State of Wisconsin assurances, which can be found at this website: <http://www.legis.state.wi.us/rsb/code/trans/trans055.pdf> and to the new federal grant assurances detailed here: http://www.faa.gov/airports/aip/grant_assurances/

Please call me with any questions.

Thank You,

Mary Strait

Airport Program Engineer
Wisconsin Bureau of Aeronautics
P.O. Box 7907
Madison, WI 53707-7907
(608) 266-7187
mary.strait@dot.wi.gov

Kris Mayberry

To: Steve Bodenschatz
Cc: Melissa Roach; ncp@bevcomm.net; Helwig, Hal
Subject: RE: airport committee meeting

The Public Works Committee meets Wednesday, December 10th, 6:30 pm. I will add this to the meeting agenda. It's always helpful if you have a proposed assignment of lease to me in advance of the meeting so the Committee can approve it as written.

Kris

From: Steve Bodenschatz [<mailto:sbodie@cheqnet.net>]
Sent: Sunday, November 23, 2014 12:45 PM
To: Kris Mayberry
Cc: 'Lyndia Ardoyno'
Subject: airport committee meeting

Kris;
We have a sale of the Ardoyno airport hangar and need to get on the agenda for an approval of transfer of the lease. When is the next meeting and can we get on the agenda please?
Thank you;
Steve



This email has been checked for viruses by Avast antivirus software.
www.avast.com

Kris Mayberry

From: Lippert, Mary Ann T - DOA <MaryAnnT.Lippert@wisconsin.gov>
Sent: Monday, November 24, 2014 3:24 PM
To: Kris Mayberry
Subject: FW: News release: Governor approves improvement project at Sawyer County Airport

Hi Kris –
Congratulation on the good news for the Sawyer County Airport!
Regards—
MaryAnn

MaryAnn T. Lippert

Director, Northern Region Office
Wisconsin Department of Administration
Division of Intergovernmental Relations
P.O. Box 10, Pittsville, WI 54466
715-340-3539
MaryAnnT.Lippert@wi.gov

Connecting Communities in Northern Wisconsin with the resources of State Government

From: DOT EXEC Office of Public Affairs
Sent: Monday, November 24, 2014 3:13 PM
To: DOT EXEC Office of Public Affairs
Subject: News release: Governor approves improvement project at Sawyer County Airport

<NOCOVER>

Wisconsin Department of Transportation

November 24, 2014

For more information, contact:
Matt Malicki, WisDOT airport development engineer
(608) 266-0902, matthew.malicki@dot.wi.gov

Governor Walker approves improvement project at Sawyer County Airport

Governor Scott Walker today announced a \$60,000 project to draft design plans for the construction of a wildlife/security fence around the perimeter of the Sawyer County Airport as well as a culvert replacement.

Matt Malicki, airport development engineer with the Wisconsin Department of Transportation (WisDOT), said that the project will construct a perimeter fence for the airport to help alleviate wildlife concerns, as well as provide additional security for the airport. Additionally, the project will reconstruct a culvert that has failed in the hangar area.

Funding Breakdown

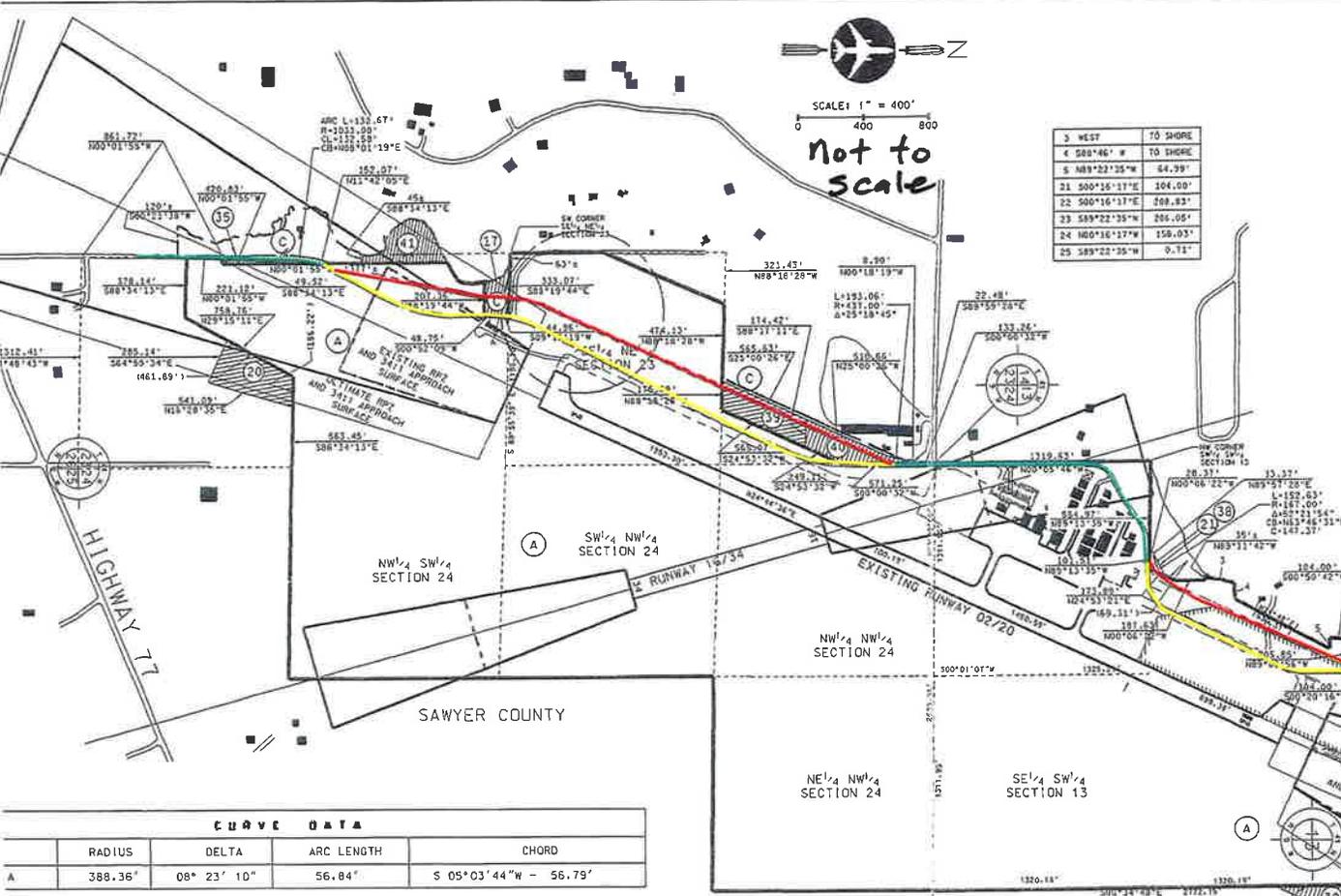
- State = \$3,000
- Sawyer County = \$3,000
- Federal Aviation Administration = \$54,000

The project is scheduled to begin in November 2014 and should be completed in December.

Sawyer County Airport is one of 98 facilities included in the Wisconsin State Airport System Plan, which makes it eligible for state and federal funding. Airport improvement projects are administered through WisDOT's Bureau of Aeronautics.

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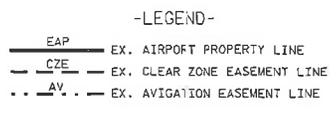
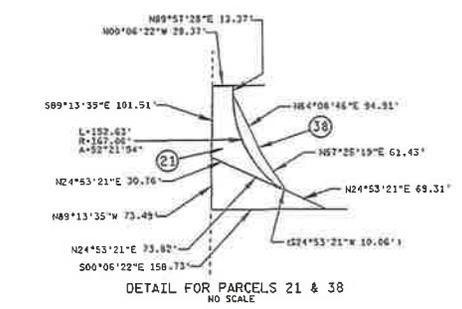
NOTE: View this document on the web at: www.dot.wisconsin.gov/news and on Facebook at www.facebook.com/WisDOT.



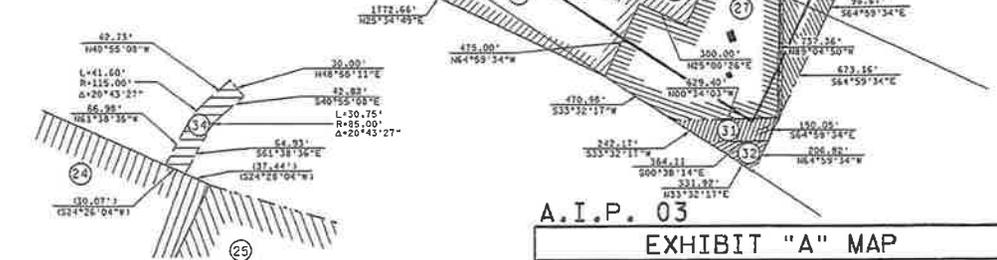
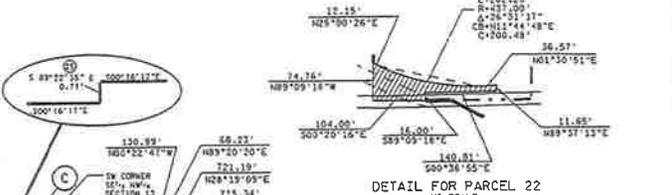
PROPERTY SCHEDULE					
PARCEL NO.	OWNER (FORMER)	ACRES	INTEREST	ACQUISITION PROGRAM	YEAR OF GRANT
A	SAWYER COUNTY AIRPORT	409.48	FEE SIMPLE		
C	SAWYER COUNTY AIRPORT	12.73	AVIGATION EASEMENT		
*11	LISA BOUSSELOT ET AL.	0.910	FEE SIMPLE	AIP-03	
20	THOMAS & CAROL DUFFY	2.625	FEE SIMPLE	AIP-03	
21	PAUL VALLEN	0.110	FEE SIMPLE	AIP-03	
22	FRANK/MILORED HAREJZA	0.173	FEE SIMPLE	AIP-03	
23	SUSAN DUFFY	5.027	FEE SIMPLE	AIP-03	
24	MARTHA RISBERG	16.218	FEE SIMPLE	AIP-03	
25	MARTHA RISBERG	4.672	AVIGATION EASEMENT	AIP-03	
26	ORALG & KATHLEEN COOPER	30.379	FEE SIMPLE	AIP-03	
27	ORALG & KATHLEEN COOPER	18.739	AVIGATION EASEMENT	AIP-03	
28	CHESTER DALTON, JR.	6.870	AVIGATION EASEMENT	AIP-03	
29	BEATRICE COOLAN	2.153	AVIGATION EASEMENT	AIP-03	
30	SAWYER CO. FOREST LAND	1.581	FEE SIMPLE	AIP-03	
31	JEFF & COLLEEN COOPER	1.546	AVIGATION EASEMENT	AIP-03	
32	RICHARD & DENISE COOPER	0.779	AVIGATION EASEMENT	AIP-03	
33	CHICAGO & NORTHWESTERN RAILWAY	0.639	AVIGATION EASEMENT	AIP-03	
35	WILLIAM LONTZ	0.100	PERMANENT LIMITED EASEMENT	AIP-03	
36	MARTHA REBERG	0.657	FEE SIMPLE	AIP-03	
37	SUSAN DUFFY	2.740	AVIGATION EASEMENT	AIP-03	
38	PAUL VALLEN	0.042	PERMANENT LIMITED EASEMENT	AIP-03	
39	WAYNE WILLIAMSON ET AL.	2.09	FEE SIMPLE	AIP-03	
40	J & I PARTNERSHIP	1.73	FEE SIMPLE	AIP-03	
41	WILLIAM LONTZ	1.58	AVIGATION EASEMENT	AIP-03	
TOTALS:		471.160	FEE SIMPLE		
		52.378	AVIGATION EASEMENT		
		0.142	PERMANENT LIMITED EASEMENT		

* EXISTING AVIGATION EASEMENT OVER PARCEL 17 IS PROPOSED TO BE ACQUIRED IN FEE SIMPLE
 NOTE: PARCELS 35, 17 & 41 SUBJECT TO ROAD EASEMENTS TOTALING 0.74 ACRES - INCLUDED IN TOTALS

CURVE DATA				
	RADIUS	DELTA	ARC LENGTH	CHORD
A	388.36'	08° 23' 10"	56.84'	S 05° 03' 44" W - 56.75'



WEST	TO SHORE
4 588°46' W	TO SHORE
5 N89°22'35" W	64.79'
21 500°26'17"E	104.00'
22 500°16'17"E	209.83'
23 589°22'35"W	206.05'
24 N00°16'17"W	150.03'
25 589°22'35"W	0.11'



A.I.P. 03

EXHIBIT "A" MAP

PROPOSED LAND ACQUISITION

SAWYER COUNTY AIRPORT

HAYWARD, WISCONSIN

WISCONSIN DEPARTMENT OF TRANSPORTATION

BUREAU OF AERONAUTICS

SCALE: 1"=400' DATE: 12-15-10 DWN. BY: KJS SHEET 3 OF 3
 HAYWARD:AIPO3-10P.DGN

SHEET REVISIONS			
DESCRIPTION OF REVISIONS	DATE	FORM OR AGENCY NAME	BY
REVISED PROPOSED PARCELS	04-02-12	BUREAU OF AERONAUTICS	EJS
REVISED PROPOSED PARCELS	06-04-12	BUREAU OF AERONAUTICS	EJS
PARCEL PLANNING	8-24-12	BUREAU OF AERONAUTICS	EJS