



Sawyer County

Agenda

**Public Works Committee Meeting
Wednesday, September 8, 2021 @ 6:30 PM
Assembly Room/Virtual Meeting**

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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 number for listening only at 1-312-626-6799 with the Webinar ID: 979 8289 8675. 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. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

4. MEETING AGENDA

5. PUBLIC COMMENTS

- a. At this time, members of the public will be given the opportunity to address the Committee on items not on the agenda. 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.

6. CONSIDER APPROVAL OF MINUTES FROM PREVIOUS MEETING

- a. [8.11.21 Public Works Minutes DRAFT](#)

7. SAWYER COUNTY AIRPORT REPORT

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- a. Hayward Aviation, LLC (contracted Airport management) report
[Airport Report September 2021](#)
 - b. Sawyer Aviation Airport Hangar Lease Application (discussion and possible action)
 - c. Dave McCorquodale Hangar Lease Application (discussion and possible action)

8. HIGHWAY COMMISSIONER'S REPORT

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- a. Fund Balance
 - b. [September 2021 Highway Commissioner Report](#)

9. MAINTENANCE DEPARTMENT REPORT

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- a. Project report
[Maintenance Report September 2021](#)

10. COURTROOM REMODELING UPDATE

11. FUTURE AGENDA ITEMS

12. CORRESPONDENCE, REPORTS FROM CONFERENCES AND MEETINGS, OTHER MATTERS FOR DISCUSSION ONLY

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 August 11th meeting of the Sawyer County
Public Works Committee
Of the Sawyer County Board of Supervisors
Assembly Room; Sawyer County**



Voting Committee Members Present:

- Chair: **Ron Kinsley**
- Marc Helwig – Vice Chair - Virtual
- Ed Peters
- Dale Olson
- Brian Bisonette

Others Present:

Tom Hoff
Mike Coleson
Lynn Fitch
Tim Hagberg
Tweed Shuman
Ginny Chabek
Don Mrotek

Others Present:

Derik Leslie
Gary Gedart
Linda Zillmer
Jack Blume
Laura Rusk
Tim Davison
Joan Cervenka

Call to Order – Chair Ron Kinsley called the meeting to order at 6:30pm.

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

Meeting Agenda -- A motion was made by Mr. Olson; second by Mr. Peters to revise the order of the agenda to move headings 8 and 10 after the approval of the minutes. Motion carried without negative vote.

Minutes from the previous meeting – A motion was made by Mr. Peters to approve the minutes of the July 7, 2021, meeting; second by Mr. Kinsley. Motion carried without negative vote.

Highway Commissioner's Report – Written reports were provided. Mr. Gedart advised that the pre-construction teleconference for work on the Connors Bridge will be on August 12 at 1:00 pm. The construction start is expected to take place sometime during the week of August 16th. The department remains short-staffed in one flagger position and one mower position. The Hwy E bridge construction project will have a detour, not a one-lane use option.

ATV/UTV Resolution – Mr. Kinsley requested more time to review this topic. Mr. Helwig made a motion to postpone the ATV/UTV route approval process to the October committee meeting. A second was made by Mr. Peters; motion carried without negative vote. Public comment was heard by Ms. Cervenka, Ms. Chabek, Mr. Davison, Mr. Mrotek, Ms. Rusk, and Ms. Wilson.

Funds Balance Report – The department is currently on target with funds expected to arrive from the State to assist in the upcoming culvert replacement projects.

Courtroom Remodeling Project – Mr. Jack Blume of Venture Architects reviewed the design schematics. The next phase of the project is to determine the first cost estimate which is due to be presented on August 24th. Mr. Helwig made a motion to approve the design schematic plans knowing there will still be changes, and move them forward to the August County Board meeting for approval; second by Mr. Peters. Motion carried without negative vote.

Sawyer County Airport Report – A written report was provided. The airport has had an unseasonably busy summer. The terminal remodel is tentatively due to be completed the end of September while the bathroom remodels are expected sometime at the end of the year or in 2022.

2024 Runway Project – The County can expect to pay approximately \$150,000 of the \$3M cost for the runway repaving project; the State will fund the remainder. A motion was made by Mr. Helwig; second by Mr. Olson to approve this project and move forward to the August County Board meeting. Motion carried without negative vote.

Mr. Leslie advised that two hangar lessee's have requested an audience to have a new hangar lease completed. The application process for lease applications will need review.

Maintenance Department Report – A written report was provided. Mr. Hagberg advised that the department has been busy assisting the jail in preparing for the pending jail inspection.

Meeting Date/Time – The next meeting of the Public Works Committee will be Wednesday, September 8, at 6:30 pm in the Assembly Room.

Meeting adjourned at 8:00 pm

Minutes recorded by Lynn Fitch, County Clerk

DRAFT

Sawyer County Airport Management Report

September 2021

(Provided by Airport Manager Derek Leslie)

-We had a goose strike at the airport on Thursday the 26th. The pilot landed safely however there was significant damage taken to the flap of the aircraft. The aircraft was refitted with a new flap and in airworthy condition on Tuesday the 31st. We have been reviewing strategies for goose mitigation at the airport. We can discuss more at meeting; nearly all measures require some level of monetary expense.

-The Sawyer County Airport is receiving an additional \$22,000 worth of funding as part of the ARPA act. Airport Management, County Administration, and the County Maintenance department have all weighed in on the variety of needs for the airport. Will elaborate more for supervisors at committee meeting.

-The Civil Air Patrol once again was unable to have a fundraiser pancake feed this year. They have to follow guidelines handed down by the military directly and it simply wasn't in the cards. Hopefully through donations they can endure another winters worth of heating bills and other expenses.

- An Airport E.R.P (emergency response plan) has made no traction since last month. We plan to make headway in the near future.

-There are two documents on the agenda for new hangar leases. Each individual/ existing hangar owner is an exemplary candidate and airport management highly recommends the approval of these leases.

-Becher Hoppe continues to finish up the airport boundary survey. This was an A.I.P project that was initiated several years ago and is common to conduct following significant improvements at an airport. There will be several easements for items like electrical and phone lines in the Airport Road right-of-way. These plan to be brought to committee to review and action in our October meeting.

FAA Entitlements Available for A.I.P

2021's: \$150,000 Available July/August 2021

Upcoming Airport Improvement Projects

2024 Runway Rehabilitation

Highway Commissioner Report September, 2021

Mowing continues on both state and county highways. Due to a shortage of staff there have been many times that the mowers have been parked so mowing personnel can assist the regular crew. With the resignation of one of our mower operators and inability to fill the position, our mowing operations are way behind schedule.

The pre-construction conference for the bridge on CTH E over the Couderay River was held on August 12, 2021. At that meeting it was announced that the project start date was delayed until September 15, 2021. As I indicated in an email to committee members, I was not happy with this decision and lack of communication from the contractor.

Paving and shouldering on a 1.7-mile section of CTH K was completed. Pavement marking will be coordinated with our other projects as they become completed.

Milling work was completed on STH 77 and CTH B. The milled areas of STH 77 were immediately repaired with hot mix asphalt. The paving on CTH B started on Tuesday August 24, 2021 and is expected to continue for 9-10 days, weather permitting.

We are currently short one flagger position and one seasonal skilled position. We were unable to recruit anyone to fill these positions.

On August 25, 2021 I met with LCO grant writers to explore funding opportunities with Sawyer County and LCO, as it relates to transportation. There are many programs that are being developed and we will work together to see if we can secure some of these funds.

The regional Commissioners and Committee Members meeting will be held on Thursday, October 21, 2021 at the Vet Center in Hayward. The meeting starts at 9:30 a.m. and typically ends around noon. As we get closer to the date, an agenda will be provided.

There are currently no employees out on worker's compensation.

Maintenance Report September 2021

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

I. Courthouse:

- Two buildings were demolished in August on properties currently in Sawyer County's possession.
- Two older heat pumps in the 1995 courthouse addition were replaced. Our plan is to replace four more before the end of the year.
- We started working on office moves in the Health and Human Services department that will create a conference room for ADRC, an office with a meeting area for health department nurses, and will create additional office space for Sanitation employees.

II. Sheriff's Department:

- The annual jail inspection went well.
- I am currently working with Legend Architecture on the required plan submittal for converting part of the Maintenance garage into a secure Swat garage.
- The LED conversion in the jail has been completed.
- A three-ton mini split air conditioner has been installed in the jail kitchen.