TRANSPORTATION & INFRASTRUCTURE COMMITTEE MEETING
Douglas County Board of Supervisors
Thursday, January 9, 2020, 9:30 a.m., Highway Department Office
7417 S. County Road E, Hawthorne, Wisconsin

Please call the Chair or the County Clerk’s Office (395-1397) if you cannot attend.

MEMBERS:   Nick Baker, Chair  Scott Luostari, Vice Chair  Pat Ryan
Mark McGillis   Jim Borgeson

A G E N D A
(Committee to maintain a two-hour meeting limit or take action to continue meeting beyond that time.)

1. Roll call.
2. Approval of minutes from the December 10, 2019, meeting (attached).
3. Action items/referrals:   Ordinance 5.06, Snowmobile Routes and Operation (attached):
4. Informational items/correspondence/updates/reports:
   (a) Highway construction design projects;
   (b) Mailbox Replacement Policy; and
   (c) Reports:
       (1) Administrative;
       (2) Maintenance projects;
       (3) Equipment; and
       (4) Budget (attached).
5. Future agenda items.

cc: Shelley Nelson  Carolyn Pierce  Sue Sandvick  Ann Doucette
    Candy Anderson  County Board Supervisors  Juliana Polson

NOTE: Attachments to the agenda are available at the County Clerk’s Office for review or copying and at the Douglas County website at www.douglascountywi.org. Action may be taken on any item listed on the agenda. The County of Douglas complies with the Americans with Disabilities Act of 1990. If you are in need of an accommodation to participate in the public meeting process, please contact the Douglas County Clerk’s Office at (715) 395-1341 by 4:00 p.m. on the day prior to the scheduled meeting. Douglas County will attempt to accommodate any request depending on the amount of notice we receive.

Posted/Daily Telegram/Government Center/Courthouse:

A quorum of the Zoning committee will be present at this meeting due to the attendance of Douglas County Board Supervisors appointed to that committee.
Meeting called to order by Chair Baker.


APPROVAL OF MINUTES: Motion by Ryan, second Luostari, to approve the minutes from the October 2, 2019, meeting. Motion carried.

ACTION ITEMS/REFERRALS: ATV/UTV Ordinance: Reviewed. Village of Lake Nebagamon recommends not opening CTHB from Degerman Road to Fitch Avenue; Town of Brule did not meet but would likely oppose; Village of Superior opposed; otherwise all other municipalities in support of ordinance.

ACTION (ORDINANCE): Motion by Borgeson, second Ryan, to approve ordinance as written. Motion by Borgeson, second Luostari, to amend Section II.B. to add Village of Lake Nebagamon section “CTH B, Degerman Road to Fitch Avenue; 1.28 miles”. Motion carried. Motion by Luostari, second Borgeson, to amend Section X. Effective Date, establishing June 1, 2020, as ordinance effective date (to allow sufficient time for signage.) Motion carried. Motion to approve ordinance, with amendments, and forward to County Board, carried unanimously.

Meeting recessed at 9:50 a.m. and reconvened at 10:05 a.m.

INFORMATIONAL ITEMS/CORRESPONDENCE/UPDATES/REPORTS:
Nov. 30th – Dec. 1st Winter Storm Report: Jackman reported on storm activities and staffing. Overall, things went well under the circumstances.

CN Railroad Projects Update: Jackman reported second track through Parkland completed, no road damage discussions yet; pulverized and paved CTH AA; not line striped yet (bills submitted to CN); Sjoberg and Wasko Roads project in design phase, with fall of 2021 likely construction target date; overhead warning detection system on CTH Z to be let by the state early February.

Construction Projects Update: Jackman reported a few line striping projects to be completed in the spring due to cold weather setting prior to completion.

Reports:
Administrative: Jackman reported still down one maintenance worker, interviews yesterday; applied for state or federal funds on two projects, CTH Z and CTH C West. WCHA Road School at WI Dells registrations available; and HVAC update almost completed.

Maintenance Projects: Haworth reported wrapped up brushing on CTH P and CTH D; winter maintenance in progress; and may be providing some vehicles to the city.
**Equipment:** Tyson reported new haul truck received; in full winter activity mode; new car wash to be started up this week hopefully, and still waiting on two new plow trucks to arrive (mid-January anticipated).

**Budget:** Polson reviewed budget for the time period ending October 31, 2019.

**ADJOURNMENT:** Motion by Ryan, second Luostari, to adjourn. Motion carried. Meeting adjourned at 10:24 a.m. Next meeting is January 7, 2020.

Submitted by,

Cheryl Westman, Committee Clerk
5.06 SNOWMOBILE ROUTES AND OPERATION

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF DOUGLAS DOES ORDAIN AS FOLLOWS:

SECTION I. INTENT

Following due consideration of the recreational and economic value to connect trail opportunities and weighted against possible dangers, public health, liability aspects, terrain involved, traffic density and history of automobile traffic, this ordinance has been created pursuant to Wisconsin Statutes Chapter 83 and Wisconsin Statute Section 350.18 whereas in addition to the provisions set forth herein the Douglas County Board adopts Wisconsin Statutes Chapter 350 pertaining to snowmobiles in its entirety. This ordinance is subject to any and all other applicable statutes or laws.

SECTION II. SNOWMOBILE ROUTES

County trunk highways designated as snowmobile routes shall be established and approved by the Douglas County Transportation and Infrastructure Committee and the Douglas County Board of Supervisors. The Transportation and Infrastructure Committee shall develop policies and procedures for designation of snowmobile routes including appropriate criteria for making a designation. Any modification to a designated snowmobile route shall be approved by the Transportation and Infrastructure Committee and the Douglas County Board of Supervisors. A copy of snowmobile routes, along with a map showing their location, shall be kept on file at the Highway Department. The Douglas County Highway Department shall have the authority to close or terminate any snowmobile route on the County Trunk Highway System, subject to approval by the Transportation and Infrastructure Committee and the Douglas County Board of Supervisors.

The following routes are established:

A. Business 53 (CTH A to 375 feet north)
B. CTH Y (East Mail Road to Barron Drive, 0.25 miles)

SECTION III. SNOWMOBILE ROUTES ONLY ON ROADWAY

All snowmobiles shall operate only on the paved portion of the roadway. Operation on the gravel shoulders, slopes or ditches, or other highway right-of-way is prohibited and illegal.
SECTION IV. OPERATION OF SNOWMOBILES ON COUNTY HIGHWAYS

A. All snowmobile operators shall observe posted roadway speed limits for snowmobile operation.

B. All snowmobile operators shall ride in single file on the right hand side of the paved portion of the highway.

C. All snowmobile operators shall display their headlight and taillight while operating on a county highway.

D. All snowmobile operators shall slow the vehicle to a speed not to exceed 10 miles per hour and yield the right-of-way when traveling within 100 feet of a person who is not on a snowmobile, or in a vehicle.

E. All snowmobile operators who are born after January 1, 1988 and operating on a county highway are required to have a Snowmobile Safety Certificate. No one under 12 years of age is allowed to operate a snowmobile on a county highway.

SECTION V. SIGNAGE OF SNOWMOBILE ROUTES

Pursuant to Wisconsin Statute Section 350.13, the routes shall be marked with uniform snowmobile route signs of a type approved by the department of natural resources and the department of transportation.

The Douglas County Highway Department has sole responsibility for snowmobile signage on county highways and pursuant to Wisconsin Statute Section 350.135 as established by the Wisconsin department of Natural Resources, no person may do any of the following in regard to signs marking snowmobile routes:

1. Intentionally remove, damage, deface, move or obstruct any uniform snowmobile route or trail sign or standard or intentionally interfere with the effective operation of any uniform snowmobile vehicle route or trial sign.

2. Possess any uniform snowmobile vehicle route or trail sign or standard of the type established by the department for the warning, instruction or information of the public, unless he or she obtained the uniform snowmobile vehicle route or trail sign standard in a lawful manner. Possession of a uniform snowmobile vehicle route or trail sign or standard creates a rebuttable presumption of illegal possession.

SECTION VI. ENFORCEMENT

This ordinance shall be enforced by any officer employed by the Douglas County Sheriff’s Department or any other law enforcement official as set forth in Wisconsin Statute Section 350.17.
SECTION VII. VIOLATIONS/PENALTY

The penalty for operating a snowmobile off the roadway of a designated snowmobile route (i.e., the gravel shoulder, grassy in slope, ditch, or other highway right-of-way) or violating any other provision of this ordinance shall result in a forfeiture of not less than $25.00 or more than $500.00, plus court costs, law enforcement training penalties, jail assessments or other applicable costs.

SECTION VIII. SEVERABILITY

Should any sub-section, clause, or provision of this ordinance be declared by the Court to be invalid, the same shall not affect the validity of the section as a whole or any part thereof, other than the part so declared to be invalid.

SECTION IX. MAINTENANCE

Designation of segments of the Douglas County Highway System as snowmobile routes does not impose upon the Douglas County Highway Department a greater duty of care or responsibility for maintenance of those segments than for any other segment of county highway. Operators of snowmobiles on county highways assume all the usual and normal risks of snowmobile operation.

SECTION X. FILING OF ORDINANCE

Pursuant to Wisconsin Statute Section 350.047, a copy of this ordinance shall be sent by the County Clerk to the Department of Natural Resources and to the Douglas County Sheriff’s Department.

SECTION XI. EFFECTIVE DATE

This ordinance becomes effective immediately upon passage by the County Board of Supervisors and publication.

Dated this 16th day of January, 2020.

Amendments:
BUSINESS 53 FROM CTH A TO 375 FT NORTH

Legend
- **BUSINESS 53**
- **COUNTY HIGHWAY Y**
- **DOUGLAS COUNTY HIGHWAYS**

MAP PRINTED: 1/7/2020

MAP PRODUCED BY RANDY JONES
DOUGLAS COUNTY HIGHWAYS OPEN TO SNOWMOBILE TRAFFIC

Legend

- BUSINESS 53
- COUNTY HIGHWAY Y
- DOUGLAS COUNTY HIGHWAYS

MAP PRINTED: 1/7/2020

MAP PRODUCED BY RANDY JONES
DOUGLAS COUNTY HIGHWAYS
OPEN TO SNOWMOBILE TRAFFIC

BUSINESS 53 FROM CTH A TO 375 FT NORTH

CTH Y FROM BARRON DR TO EAST MAIL RD
For the Ten Months Ending October 31, 2019

<table>
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<tr>
<th></th>
<th>2019 Amended Budget</th>
<th>2019 Actual</th>
<th>%</th>
<th>2019 Actual Balance</th>
<th>%</th>
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<tr>
<td>Taxes</td>
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<td>(3,265,140.00)</td>
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<td>100.00</td>
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<td>(23.47)</td>
<td>(1,067,887.02)</td>
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<td>(2,210.21)</td>
<td>(74,368.87)</td>
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<td>(2,028,504.44)</td>
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<td>(35.57)</td>
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<td>(140,187.06)</td>
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<td>(2,178,333.33)</td>
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<td>104.56</td>
<td>(5,000,000.00)</td>
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<td><strong>Total Revenues</strong></td>
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<td>(6,987,037.13)</td>
<td>(1,027,852.88)</td>
<td>87.18</td>
<td>12.98</td>
<td>(11,494,887.19)</td>
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</table>

| **Expenses**          |                     |             |    |                     |    |             |
| Personnell Services, Less OT | 2,640,247.48   | 2,614,868.02 | 25,379.46 | 99.04              | 0.96 | 2,623,617.74 |
| Personnell Services--Overtime | 162,034.50      | 125,719.88 | 36,314.62 | 77.59              | 22.41 | 192,919.60 |
| Contractual Services   | 3,554,250.03     | 3,401,728.22 | 152,521.81 | 95.71              | 6.69 | 3,484,886.13 |
| Supplies & Expense     | 819,114.81       | 892,217.63 | (73,102.82) | 108.92             | (8.92) | 847,024.92 |
| Fixed Charges          | 3,510,084.15     | 3,399,228.97 | 110,855.18 | 96.84              | 3.16 | 3,248,550.51 |
| Grants & Contributions | 280,891.66       | 17,549.81 | 263,341.85 | 6.25               | 93.75 | 13,071.00 |
| Capital Outlay         | -                 | 447.57     | (447.57) | -                   | - | - |
| Department Allocation  | (2,505,795.07)   | 161,204.96 | (2,667,000.03) | (6.43) | 106.43 | (3,251,041.62) |
| **Total Expenses**     | 8,460,827.56     | 10,612,965.06 | (2,152,137.50) | 125.44             | (29.95) | 7,159,028.28 |

| **Net Cost**           | 445,937.55       | 3,625,927.93 | (3,179,990.38) | 813.10             | 433.62 | (4,335,858.91) |
For the Ten Months Ending October 31, 2019

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<tr>
<th>Account Description</th>
<th>3 YR Prior</th>
<th>2 YR Prior</th>
<th>1 YR Prior</th>
<th>Current Yr</th>
<th>Current Yr</th>
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<td>Actual</td>
<td>Actual</td>
<td>Actual</td>
<td>Amended</td>
<td>Actual</td>
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<td>Amount</td>
<td>Amount</td>
<td>Amount</td>
<td>Budget</td>
<td>Amount</td>
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Revenues

General Property Taxes 3,413,992.00 3,434,171.00 3,393,702.00 3,265,140.00 3,265,140.00
Transportation-Fed Grant-FEMA 8,641.98 9,478.58 615,652.55 394,800.47
Transportation-State Grants 1,027,606.88 2,397,987.53 1,263,402.40 1,224,500.00 911,982.78
Wide-load Moving Permits on 610.00 1,220.00 480.00 800.00 350.00
Highway Maint & Construction 9,367.83 19,250.47 81,881.31 12,000.00 246,072.38
Transportation 2,459,030.17 2,076,759.95 2,381,742.03 1,984,300.00 2,028,504.44
Interest Income 12.46 - 14,999.84 8.64
Office Space Rental 12,778.79 7,304.52 7,304.52 7,300.00 5,478.39
Sale of Salvage & Waste Prod 1,048.80 5,797.40 3,207.34 - 1,235.11
Gain/Loss on Sale (Prop.& Equip) 54,237.65 - (29,199.02) - (8,952.75)
Insurance Recoveries 83,669.71 - 4,166.81 - 12,378.27
Reimbursement of Expenses 40,106.00 22.00 650,387.97 - 130,039.00
Other Revenue 15.00 250.00 - - -
Bad Debt/Other Recoveries - - 370,367.00 - -
Transfer from Debt Equity 3,016,972.75 335,000.00 5,000,000.00 95,000.00 -
Proceeds on LT Borrowing - - - 2,500,000.00 -

Revenues 10,128,090.02 8,287,241.45 13,758,004.75 9,089,040.00 6,987,037.13

Expenses

Personnel Services 3,149,528.51 3,067,918.81 3,374,477.74 3,372,172.00 2,740,587.90

Contractual Services

Other Professional Serv. - - - - 600.00
Electric 42,296.91 42,802.39 44,324.92 46,000.00 37,728.16
Natural Gas 34,430.72 32,995.24 35,644.32 51,500.00 35,492.65
Telephone 17,062.85 15,132.56 18,102.53 24,850.00 15,248.79
Maint. Agreement 484.57 925.75 1,129.35 1,100.00 916.39
Laundry Services 12,209.64 8,789.91 9,549.64 11,000.00 9,347.82
Other Repair & Maint. 673.93 1,017.40 2,986.65 750.00 -
Internet Service 1,612.25 2,018.74 2,016.92 2,100.00 1,679.90
Cellular and Pager Service 4,060.75 5,295.91 5,224.85 6,200.00 4,403.76
Fire Protection/Prevention 1,481.91 1,978.05 1,579.71 2,000.00 1,496.00
Landfill Service 2,051.51 3,020.91 4,049.41 3,000.00 3,614.52
Other Outside Services 4,284,220.58 4,439,476.97 3,611,899.07 3,517,800.23 3,291,200.23

Total Contractual Services 4,400,585.62 4,553,453.83 3,736,507.37 3,666,300.00 3,401,728.22

Supplies & Expense

Postage 1,309.71 1,153.63 1,316.02 1,500.00 428.32
Office Supplies & Expense 8,140.87 6,891.30 5,896.21 7,500.00 3,895.77
Printing & Duplication 414.68 385.76 603.51 350.00 549.68
Other Computer Supplies 4,619.79 1,899.18 1,557.40 3,000.00 1,592.10
Membership Dues 350.00 350.00 350.00 400.00 330.00
Training & Seminars 14,964.38 6,385.39 8,986.10 8,400.00 6,790.94
Advertising 991.08 1,038.32 392.93 1,000.00 1,025.00
Licenses & Permits 232.94 - 260.09 175.00 34.67
Mileage - - 203.60 - -
Janitorial Supplies 4,903.82 4,620.02 3,093.10 4,900.00 4,770.69
Other Operating Supplies 3,075.65 2,567.73 992.65 3,250.00 13,045.42
Gas & Fuel 249,286.39 287,853.84 401,970.40 360,698.00 315,740.59
Oil Grease & Accessories 14,667.13 13,222.40 26,853.30 17,750.00 18,878.21
Repair Parts & Maintenance 307,886.24 310,281.28 301,563.01 276,750.00 281,114.27
Painting Supplies 239.57 241.11 22.34 325.00 56.91
Tires & Batteries 37,736.29 29,691.83 61,071.04 31,300.00 51,615.87
General Equip. Maint. - - - 2,762.00 -

Total Supplies & Expense 4,400,585.62 4,553,453.83 3,736,507.37 3,666,300.00 3,401,728.22
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<th>Account Description</th>
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<td>337,070.00</td>
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<td>10,312,639.00</td>
<td>10,611,731.15</td>
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<tr>
<td>NET COST WITHOUT CAPITAL OUTLAY</td>
<td>(2,247,247.01)</td>
<td>81,150.33</td>
<td>(4,551,780.76)</td>
<td>1,223,599.00</td>
<td>3,624,694.02</td>
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<td>Capital Outlay</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>447.57</td>
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<tr>
<td>NET COST</td>
<td>(2,247,247.01)</td>
<td>81,150.33</td>
<td>(4,551,780.76)</td>
<td>1,223,599.00</td>
<td>3,625,141.59</td>
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</table>