

DRAFT - minutes of the meeting of the Property and Airport Committee, Sawyer County Board of Supervisors
March 14, 2014, 8:30 a.m., Assembly Room, Sawyer County Courthouse

members present: Dean Pearson (Vice-Chair), Chuck Gundersen, Tom Duffy

also present: County Board member Warren Johnson, Becher Hoppe airport improvement project manager Nick Galla, Accounting Manager Melissa Roach, County Clerk Kris Mayberry

Motion by Duffy, 2nd Gundersen, to approve the meeting agenda as presented. Motion carried.

Motion by Duffy, 2nd Gundersen, to approve the February 14, 2014 meeting minutes. Motion carried.

Maintenance Department Supervisor Tim Hagberg presented a report on projects completed, in progress, and planned by the Maintenance Department, including routine maintenance and snow removal; completion of installation of 2 new furnaces in the County Clerk/Treasurer/Register of Deeds Offices; installation of a new door in the Accounting Manager's office; re-lamped all high bay lights (108 bulbs) and replacement of a draft inducer in a radiant tube heater at the Hayward Highway Department shop; installation of Alldata software on the 5th Street Maintenance garage computer; installation of a 50 amp circuit and an R.V. hookup at Ambulance Garage for Emergency Government; and installation of a new electrical circuit and receptacles for radio storage are in the Ambulance Garage.

Maintenance Department Supervisor Tim Hagberg requested approval to fill a vacant budgeted Mechanic position in the Maintenance Department. Motion by Duffy, 2nd by Gundersen, to recommend Personnel and Administrative Committee and County Board approval of the request. Motion carried.

Patty and Derek Leslie (L & L Aviation – contracted Airport management and fixed-base operator at the Airport) presented a written report on projects, operations, and conditions at the Sawyer County Airport, including reviewing developments with the Airport improvement project [including that the owner of a hangar at the Airport (Tex Hull) will allow the use of his hangar (without charge to the County) to store the contents of the Civil Air Patrol hangar while that hangar is being relocated as part of the Airport improvement project]. Ms. Leslie reported that the Wisconsin Bureau of Aeronautics has determined to contract the design work for installation of the security fencing at the Airport with the hope that the fencing could be installed next winter. Ms. Leslie reported that L & L Aviation will develop a proposed Six-Year Improvement Plan for the Airport for the Committee's review and approval.

Becher Hoppe airport improvement project manager Nick Galla provided an update on the Airport improvement project.

Accounting Manager Melissa Roach and County Clerk Kris Mayberry reported that Ms. Roach will now manage the hangar area leases (collection of annual rent, notice of adjustment of rent, provision of insurance certificates) instead of the County Clerk's Office.

The Committee reviewed the monthly Maintenance Department and Airport expense vouchers. Motion by Gundersen, 2nd by Duffy, to approve the vouchers. Motion carried.

Motion by Gundersen, 2nd by Duffy, to convene into **closed session**, pursuant to section 19.85(1)(e) and (g), Wisconsin Statutes, to discuss negotiations for property acquisition and management, and to discuss pending litigation involving Sawyer County. [The Committee may reconvene into open session following the closed session to take or announce action taken during the closed session.] Motion carried by unanimous voice vote. [Minute of closed sessions are kept in a confidential file in the County Clerk's Office.]
Motion by Gundersen, 2nd by Duffy, to reconvene into open session. Motion carried.

Motion by Gundersen, 2nd by Duffy, to adjourn the meeting. Motion carried.

minutes prepared by Kris Mayberry, Sawyer County Clerk