

Highway/Landfill Committee Minutes

October 10, 2013

The Highway Committee meeting was called to order at 8:45 A.M. by Chairman Bruce Heidmann. Members present included: Bruce Heidmann, Larry Kirchman, Brian Paplham, Brian Dax and Linda Sinkula. Also present was Commissioner Dale Jandrain, Recording Secretary Jenny Salentine, Office Manager Mary O'Leary, and Patrol Superintendent Leonard LeGrave. Guests at today's meeting include: County Board Chairman, Bob Weidner; County Board Supervisor, Ron Heuer.

Brian Dax made a motion to adopt today's Agenda and approve the Highway Committee meeting minutes from September 19th. Second by Brian Paplham. Motion carried unanimously.

Public Comment: None

Reports:

Office Manager, Mary O'Leary had the following to report:

- ❖ The CHEMS Conference will be October 17th & 18th in Green Bay
- ❖ Mary will be attending the Northeast Region Annual Office Manager's & Bookkeepers Fall Mtg on October 23rd & therefore will not be at the next Hwy Comm Mtg
- ❖ Lois Schultz has retired, her last working day was September 26th. Julie who is full time w/ Highway & Jenny who is part time w/ Highway has absorbed Lois' job duties. Since office staff has been reduced, patience will be appreciated for response time to requests during this transition.
- ❖ The following hand-outs were provided:
 - Roads & Bridges Budget Report (updated thru Sept. 21st)
 - Highway Dept. Over-Time
 - Solid Waste Over-Time

Leonard LeGrave, Patrol Superintendent, had the following to report:

- ❖ Ditch mowing continues on County Roads & for the Town of West Kewaunee
- ❖ Crews are hauling rooting materials @ the Landfill (Black Ground & Clay)
- ❖ Center lining in the County
 - Yellow lines are finished
 - Some White lines still need to be completed
- ❖ Shouldering for the Town of Gibson
- ❖ Work in Village of Luxemburg, Prepping & Paving Enterprise Drive
- ❖ Paving Parking Lot & Drive-Way @ Ryan Park for the Parks Dept.
- ❖ Ditching Town of Luxemburg?????
- ❖ Upcoming work to include:
 - Shea's Lake – Paving Job for Parks Dept.
 - Black top West Kewaunee Parking Lot
 - Shouldering & Patching on County Roads
 - Landfill Work

Shop Superintendent, Jim Fencil was unable to attend today's meeting, however, Dale had the following to report on Jim's behalf:

- ❖ Winter Blades have been ordered
- ❖ Kewaunee County Highway Dept has several items for bid on the Wisconsin Surplus Online Auction Site
 - 3 Oshkosh Trucks
 - V-Plows
 - Treated Posts @ Landfill
- ❖ Sand-blasting continues by the Fuel Tanks
- ❖ Hot-mix Plant work – focus on energy grant
- ❖ Mechanics are beginning to get Sanders ready for the Winter Season

Highway Commissioner, Dale Jandrain had the following to report:

- ❖ Dale met w/ the City of Algoma regarding a Building Permit for the Algoma Shop Room ~ Bid Request should be in the Newspaper the weekend of Oct 12 & 13
- ❖ Attended the Casco Town Board Mtg. ~ Their Board has decided to go w/ a private snow removal company & therefore will not be needing services from Kewaunee County Highway Dept.

- ❖ Attended the Lincoln Town Board Mtg. ~ Their Board has decided to stay w/ Kewaunee County for Snow Removal Services
- ❖ A total of 4 Townships will no longer use the County Highway Dept for Snow Removal. They include: Ahnapee Town, Casco Town, Carlton Town, & Franklin Town
- ❖ Attended a pre-drill exercise at the new EOC in Luxemburg along w/ Highway Dept employees Jamie Thayse & Jenny Salentine. The actual Nuclear Drill/Exercise will be October 30th.
- ❖ Attended a DOT mtg @ the Village of Luxemburg regarding the Hwy. 54 Construction Project for 2014. The Project should run from approx a ½ mile in Brown County into Kewaunee County, thru Luxemburg Village, ending just east of the Village, near Heritage Rd. The project will include resurfacing & some culvert replacements
- ❖ Hosted a Local Roads Improvements Mtg here w/ 5 townships for T.R.I.P. Money
- ❖ Dale shared a copy of the Landfill Billing (January 1 – Sept 21) for work completed by the Highway Dept. Discussion Followed.
- ❖ Dale received the preliminary numbers for GTA (General Transportation Aids)

Committee member Larry Kirchman inquired about the current status of a Right-Away-Encroachment on CTH "A", Dale will revisit

Report on Internal Budget, Mary O'Leary, Office Manager: Mary had a slide show presentation for the committee. Discussion Followed. A copy of the presentation is on file @ the Highway Dept. If interested in additional information, please email olearym@kewauneeco.org

Approve letter to Ahnapee Town Board finalizing the intersection of Grand Rd., Elder Dr., & CTH "M": A copy of the letter received from Ahnapee Town Board was provided to committee members along w/ a response letter drafted from Dale. Brian Dax motioned that the committee reaffirm our previous action on the issue & approve Dale to send the response letter. A second by Brian Paplham. All in favor, motion carried unanimously. A copy of the letter is included with these minutes.

Consider Survey of Algoma Shop: An Arial view map of the Algoma Shop property was provided to all committee members. Dale would like to have the property surveyed in order to have correct boundary lines. The Algoma & Hillside Shops are the only 2 shops not already surveyed. Larry Kirchman motioned to authorize Dale to have a plat of survey completed of the Algoma Shop property. Second by Brian Paplham. All in favor, motion carried unanimously.

Approve & Sign Vouchers: A motion to approve Solid Waste Vouchers as presented was made by Larry Kirchman. Second by Brian Paplham. All in favor. Motion carried.

Approve any travel requests:

One request: Mary O'Leary, Office Manager, attend Northeast Region Annual Office Managers & Bookkeepers Mtg @ Manitowoc County Highway Dept on October. 23, 2013. Motion to approve Mary's Travel Request made by Brian Dax. Second by Linda Sinkula. All in favor. Motion carried.

Any other business as allowed by law: None

Tour Construction Projects: No tours today.

Next Meeting Dates:

- Wednesday, October 23rd @ 8:45 AM
- Thursday, November 7th @ 8:45 AM
- Thursday, November 21st @ 8:45 AM

Motion made to adjourn today's meeting by Linda Sinkula. Second by Larry Kirchman. All in favor. Motion carried. Meeting adjourned at 10:56 AM.

Respectfully submitted:


Jenny Salentine, Recording Secretary

Office of
COUNTY HIGHWAY COMMISSION
Kewaunee County
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Mary O'Leary
Office Manager
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October 3, 2013

Mr. Gary Paape
Town of Ahnapee Chairman
N8272 Maple Ct.
Algoma, WI 54201

Dear Mr. Gary Paape:

Safety concerns in 2012 and 2013 at the intersection of County Road M, Grant Road, and Elder Drive have been brought to the attention of the Kewaunee County Highway Committee, the County Safety Commission, and the Town of Ahnapee Town Board. Actions taken to date have been mainly to improve vision on the west side of the Koenig Tavern. A signed "No Parking" area on the west side will also improve vision from the Steiner Driveway. Kewaunee County action taken has been to make the intersection a four-way stop. The Traffic Department set a patrol officer in the area to investigate failure to stop violations and found no problems during that investigation. An application to the Department of Transportation for a Highway Safety Improvement Program (HSIP) grant to reconstruct the intersection was submitted and not accepted. This was due to a lack of a documented crash history at the intersection.

It is the intention of the Kewaunee County Highway Committee not to pursue any further action or changes to the intersection at this time.

Sincerely,

Dale R. Jandrain
Kewaunee County Highway Commissioner

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Highway/Landfill Committee Minutes

October 23, 2013

The Highway Committee meeting was called to order at 8:45 A.M. by Chairman Bruce Heidmann. Members present included: Bruce Heidmann, Larry Kirchman, Brian Dax and Linda Sinkula. Committee Members Brian Paplham was excused. Also present was Commissioner Dale Jandrain, Recording Secretary Jenny Salentine, Patrol Superintendent Leonard LeGrave, and Shop Superintendent Jim Fencl. Guests at today's meeting include: County Board Chairman, Bob Weidner; County Board Supervisor, Ron Heuer; Kewaunee County Sheriff, Matt Joski; Kewaunee County Chief Deputy, David Cornelius.

Linda Sinkula made a motion to adopt today's Agenda and approve the Highway Committee meeting minutes from October 10th. Second by Brian Dax. Motion carried unanimously.

Public Comment: None

Reports:

No report available from Office Manager, Mary O'Leary, as she is attending the Northeast Region Annual Office Manager's & Bookkeepers Fall Mtg today.

Leonard LeGrave, Patrol Superintendent, had the following to report:

- ❖ Work at the Landfill Includes:
 - Install Gas Header Piping
 - Building the Berm
 - Hauling materials (black ground)
- ❖ Recent/Current Paving Jobs Include:
 - Ryan Park driveway & Parking Lot (for Parks Dept.)
 - Shea's Lake Project (for Parks Dept.)
 - West Kewaunee Town Hall Parking Lot
- ❖ Crew has been working on the Pipe Replacement at Winter Park & additional back-filling (for Parks Dept.)
- ❖ Shouldering on CTH "G", CTH "AB", and various patches
- ❖ Ditch Mowing continues throughout the county
- ❖ Hauling Crusher Dust ~ which will be turned into manufactured sand
- ❖ Pulled in Docks for the DNR
- ❖ Upcoming work to include:
 - Ditching on CTH "F" & CTH "P"
 - Gravel needs to be hauled
 - More Shouldering work to complete
 - Tarring & Chipping
 - State Salt for Winter Use will be arriving shortly
 - Assist Parks Dept w/ Pulling in Docks from inland lakes

Shop Superintendent, Jim Fencl, had the following to report:

- ❖ We are behind on harnessing plow trucks
- ❖ Attended CHEMS Conf. & training last wk
- ❖ New Fuel System will be CHEMS Compatible
- ❖ Assisting the Parks Dept. w/ Winterizing the Rest Rooms at Bruemmer Park & Riverview ATV Park
- ❖ Inventory is scheduled for Nov. 15th
- ❖ Mechanics continue to work on Radio Upgrade/Installation
- ❖ Wisconsin Surplus Online Auction results are in, waiting for committee approval

Highway Commissioner, Dale Jandrain had the following to report:

- ❖ Dale received notice from the DNR ~ Cell #10 is approved & we can begin filling it with garbage
- ❖ Dale received an email update from Kip Inman regarding the Survey of the Algoma Shop Property ~ a copy was provided to all committee members
- ❖ Dale attended the Commissioner Training on Monday & Tuesday of this week (Oct. 21st & 22nd). Several things were discussed/resented including the following:
 - Liquid Salt Application ~ for Anit-Icing (pre-wetting)
 - Seminar on Equipment Specifications
 - State Snowplowing

- MDSS Training to track salt use/state funding
- The State is looking at going to a performance based invoicing

Highway Committee Chairman, Bruce Heidmann, had the following to report:

- ❖ The Wisconsin County Highway Association Conference will be January 13-14-15 in Wisconsin Dells
- ❖ The Personnel Committee will be meeting Thursday, October 24th at 5:00, an item on the agenda of interest is to hire an interim commissioner to work with Dale prior to his retirement, salary for this position will need to be established as well. Bruce encouraged all interested committee members to attend.

Consider Resolution that all county departments use fuel from County Fuel system: Sheriff Joski & Chief Deputy Cornelius spoke briefly about the Sheriff's Dept per month gallon usage of fuel and current costs. The committee is requesting these statistics to be presented in paper report form for comparison with numbers provided from the Highway Dept. No action taken.

Consider Town of Franklin Bridge Aid: Dale presented a request for \$2,550.00 from the Town of Franklin. Larry Kirchman moved to approve the Bridge Aid as requested. A second by Brian Dax. All in favor, motion carried unanimously.

Consider Wisconsin Surplus Online Auction Bids:

- 1979 Oshkosh 4WD Plow Truck w/ Wing ~ \$13,763.00
- 1971 Oshkosh 4WD Plow Truck w/ Wing ~ \$10,250.00
- 1969 Oshkosh 4WD Plow Truck w/ Wing ~ \$10,000.00
- V-Plow Attachment (#1) ~ \$535.00
- V-Plow Attachment (#2) ~ \$230.00
- V-Plow Attachment (#3) ~ \$425.00
- V-Plow Attachment (#4) ~ \$175.00
- V-Plow Attachment (#5) ~ \$175.00
- Lot of 50 Treated Posts (5 Qty) ~ \$275.00 ea.
- Lot of 50 Treated Posts (1 Qty) ~ \$400.00

Linda Sinkula moved to approve all online bids. Second by Brian Dax. All in favor, motion carried unanimously.

Approve & Sign Vouchers: A motion to approve Vouchers as presented was made by Larry Kirchman. Second by Brian Dax. All in favor. Motion carried.

Approve any travel requests: None

Any other business as allowed by law: None

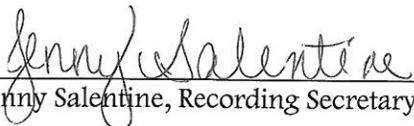
Tour Construction Projects: No tours today.

Next Meeting Dates:

- Thursday, November 7th @ 8:45 AM
- Thursday, November 21st @ 8:45 AM

Motion made to adjourn today's meeting by Brian Dax. Second by Linda Sinkula. All in favor. Motion carried. Meeting adjourned at 10:10 AM.

Respectfully submitted:


 Jenny Salentine, Recording Secretary