

# Highway/Landfill Committee Minutes

**April 10, 2014**

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 Todd Every, Recording Secretary Jenny Salentine, Road Superintendent Leonard LeGrave, Shop Superintendent Jim Fencil and Office Manager Mary O'Leary. Guests at today's meeting include: County Board Supervisor Ron Heuer, Pat Benes, and Gary Paape.

Linda Sinkula made a motion to adopt today's Agenda and approve the Highway Committee meeting minutes from March 20<sup>th</sup>. Second by Brian Paplahm. Motion carried unanimously.

**Public Comment:** None

**Reports:**

Office Manager Mary O'Leary had one hand-out for the committee

- Roads & Bridges Budget January 1 thru March 22, 2014
  - Discussion followed about the remaining balance of the County Winter Maintenance portion which is \$230,052.62

Committee member Larry Kirchman has received a request from his constituents for the total amount billed this season to the Town of Lincoln for Winter Maintenance. A summary of these winter costs will be presented to the Highway Committee sometime after the April 19<sup>th</sup> billing cycle. Commissioner Every stated that the invoices billed to the towns are available for review by the public from the town board officials.

Committee member Brian Dax has suggested that Mary reviews a power point presentation with the new committee members following the reorganization of the County Board meeting next week.

Patrol Superintendent Leonard LeGrave, had the following to report:

- ❖ Minimal Snow-plowing these last 2 weeks
- ❖ Crews continue to thaw culvert pipes throughout the county
- ❖ Some Brush Cutting has begun
- ❖ Crews continue to patch pot-holes on County Roads
- ❖ Crews began removing Snow Fence earlier this week
- ❖ Crews continue to haul materials to the Hot Mix Plant
- ❖ Landfill work includes:
  - Hauling leachate out
  - Leachate Pump installation
- ❖ Repairs on Road Signs & posts is on-going
- ❖ Frost Depth Level Update:
  - Hillside ~ gone
  - Stangleville ~ about 4" frost remains

Shop Superintendent Jim Fencil, had the following to report:

- ❖ New Radios were all programmed earlier this week
- ❖ Maintenance continues on the Paver, about 1 day left
- ❖ Beginning to change over the Sander trucks
- ❖ Grader maintenance complete, now beginning to prepare some Graders for Summer Work
- ❖ Drum Work @ the Hot-mix Plant is complete, additional maintenance will continue
- ❖ Will be working on the Tree Planters today for the *Land & Water Dept.*

Short discussion followed about replacing tractors for ditch mowing.

Highway Commissioner Todd Every had the following to report:

- ❖ Tuesday, April 8<sup>th</sup> was our Safety Day / MSHA Training for all Highway Dept employees
- ❖ Algoma Shop Roof project was started earlier this week
- ❖ DNR Case Update regarding well contamination around the Main Shop:

- We continue to work towards closure addressing the concerns of the DNR.
- ❖ Mary is assisting Tom Karman from *Schenck & Assoc.* in auditing the 2013 Books. Presentation of the audit will be in May.
- ❖ Important dates to remember for any possible returning committee members:
  - May 8<sup>th</sup> ~ NE Region Commission Meeting hosted by Calumet Cty.
  - June 2<sup>nd</sup> thru the 4<sup>th</sup> ~ WCHA Summer Conference in Wisconsin Dells
- ❖ Bid requests have gone out for Oil for the Asphalt Plant & Emulsion Oil. Bids are due April 24<sup>th</sup>. Management continues to work on staff scheduling for the next few months & include:
  - Crack-filling
  - Paving
  - Seal Coating
  - Bridge Work
  - Landfill
- ❖ Recent Landfill Activity Includes:
  - Picking Paper
  - Electrical has been run for the Leachate Pumps and pumps were installed
  - Crews continue to haul Leachate Out (both Pelishek Sanitation & the County Tanker)
  - Pipes need repairs on the West Side
  - Re-Grading of the Capped Cell
  - Seeding & Mulching of the Capped Cell
  - Ayres & Assoc. will be on site soon to work on calculations on borrow site

Bruce inquired about the Daily Cover @ the Landfill. Our contract w/ B&B Metal will be up for renewal later this month. Bruce also inquired about our possible need for summer employment based on the high volume of paving jobs.

Committee Chairman Bruce Heidmann took the opportunity to thank Brian Paplahm & Brian Dax for all their service on the County Board & their dedication to the Highway Committee in more recent years. Bruce also extended good luck wishes to the other county board members currently serving on the highway committee.

**Approve & Sign Vouchers:** Today's Solid Waste Voucher totals were: \$179,025.27 paid by check and \$207.32 paid by credit card. Today's Highway Voucher totals were: \$528.45 paid by check and \$185.64 paid by credit card. A motion to approve Vouchers as presented was made by Brian Paplahm. Second by Brian Dax. All in favor. Motion carried.

**Approve any travel requests:** None

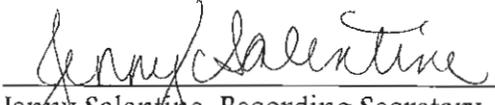
**Any other business as allowed by law:** Bruce presented Dale Jandrain w/ a plaque thanking him for his years of service as Highway Commissioner. The plaque is signed by State Senator Frank Lasee and State Assemblyman Garey Bies .... Thank You for a "Job Well Done"!

**Next Meeting Dates:**

- Thursday, April 24<sup>th</sup> @ 8:45 AM (subject to change)

Motion made to adjourn today's meeting by Larry Kirchman. Second by Brian Paplahm. All in favor. Motion carried. Meeting adjourned at 9:26 AM.

Respectfully submitted:

  
 \_\_\_\_\_  
 Jenny Salentine, Recording Secretary

# Highway/Landfill Committee Minutes

**April 24, 2014**

The Highway Committee meeting was called to order at 8:45 A.M. by Chairman Larry Kirchman. Members present included: Larry Kirchman, Bruce Heidmann, Gary Paape, Tom Romdenne, and John Mastalir. Also present was Commissioner Todd Every, Recording Secretary Jenny Salentine, Road Superintendent Leonard LeGrave, Shop Superintendent Jim Fencil and Office Manager Mary O'Leary. Guests at today's meeting include: County Administrator Ed Dorner, County Board Chairman Ron Heuer, County Board Supervisor Bob Weidner, Mark Banton from MEIGS, Bob Doyle from Flint Hills and County Highway Dept. Employee Lester Schlies.

Bruce Heidmann made a motion to adopt today's Agenda. Second by Gary Paape. All in favor. Motion carried unanimously.

**Introductions:** Chairman Larry Kirchman welcomed the 3 new committee members. All committee members, management, & staff present introduced themselves.

**Election of Committee Vice-Chairman:** One nomination from the floor received, Tom Romdenne nominated Bruce Heidmann for Vice-Chairman. Bruce Heidmann accepted the nomination. Tom Romdenne moved to close nominations and approve Bruce Heidmann as Vice-Chairman. Second by John Mastalir. All in favor. Motion carried unanimously.

**Election of Secretary:** One nomination from the floor received, Gary Paape nominated Tom Romdenne as secretary. Tom Romdenne accepted the nomination. Bruce Heidmann moved to close nominations and approve Tom Romdenne as Secretary. Second by John Mastalir. All in favor. Motion carried unanimously.

**Public Comments:** Commissioner Every reminded everyone present to please silent all cell phones during the committee meeting.

**Review Proposals for Asphalt and Seal Coat Oil:** Two bids were received:

<b>Material:</b>	<b>Delivered Price:</b>	
<i>PG 58-28 (oil used for Hot-mix)</i>		
MEIGS, LLC	\$559.00 per ton	\$2.3998 per gallon
Flint Hills Resources LP	\$568.84 per ton	no bid per gallon
*Firm Pricing (see addendum)		

<b>Material:</b>	<b>Delivered Price:</b>	
<i>Emulsion Oil (oil used for seal-coating)</i>		
<i>HFRS-2 Emulsion:</i>		
MEIGS, LLC	\$392.70 per ton	\$1.6500 per gallon
Flint Hills Resources LP	\$391.05 per ton	\$1.65 per gallon

Application Costs for Emulsion Oil		
MEIGS, LLC	\$ 28.56 per ton*	\$ .12 per gallon*
*Application charge of \$.12/gal will be invoiced separately by Meigs Advantage, LLC		
Flint Hills Resources LP	No per ton bid	No per gallon bid**
** Pearson Application		\$.30

Total Emulsion Costs:		
MEIGS, LLC	\$421.26 per ton	\$ 1.7700 per gallon
Flint Hills Resources LP	No per ton bid	\$ 1.95 per gallon

<b>Material:</b>	<b>Delivered Price:</b>	
<i>Other Emulsion Oil</i>		
<i>HFRS-2P Emulsion</i>		
MEIGS, LLC	\$487.90 per ton	\$ 2.0500 per gallon
Flint Hills Resources LP	\$485.85 per ton	\$ 2.05 per gallon

Application Costs for Other Emulsion Oil		
MEIGS, LLC	\$ 28.56 per ton*	\$ .1200 per gallon*
*Application charge of \$.12 / gal. will be invoiced separately by Meigs Advantage, LLC		
Flint Hills Resources LP	No per ton bid	No per gallon bid**
**Person Application		\$.30 per gallon

## Total Emulsion Costs

MEIGS, LLC	\$516.46 per ton	\$2.1700 per gallon
Flint Hills Resources LP	no per ton bid	\$2.35 per gallon

Bruce Heidmann made a motion to accept the low bids from MEIGS, LLC for our asphalt oil. Second by Tom Romdenne. All in favor. Motion carried unanimously.

### Reports:

Office Manager Mary O'Leary had one hand-out for the committee

- State Auditors, Cassey Hebert & Doug Meeks will be here June 25 & 26.
- Billing Cycle ended April 19<sup>th</sup>
  - John Mastalir inquired about the length of our billing cycles. Mary stated our billing cycles are not based on calendar months.

Patrol Superintendent Leonard LeGrave, had the following to report:

- ❖ Snow fence has been removed from all areas (including State, County, & Town roads)
- ❖ We did snow plow earlier this month on April 18<sup>th</sup>
- ❖ We did anti-icing on the State Highways on April 17<sup>th</sup>
- ❖ Crews are patching on the State Highways
- ❖ Graded the race track @ the Fairgrounds for the Promotions & Recreation Dept. (practice scheduled this wknd)
- ❖ Electrical Work @ the Algoma Shop related to providing exterior lights due to the new roof
- ❖ Crews are hauling leachate from the landfill
- ❖ Installed Docks for the Promotions & Recreation Dept. and the DNR Docks
- ❖ Sweeping roads in the Villages for the State
- ❖ Crews doing right-of-way-post repairs
- ❖ Sign Repairs & replacements plus shoulder repairs are on-going
- ❖ Hauling materials to the Hot-Mix Plant
- ❖ Future Work Includes:
  - Guardrail Repairs
  - Shoulder Grading
  - Grass Cutting
  - Hauling more leachate from the landfill
  - Hot-mix Plant work
  - Town of Gibson contacted us for work
  - Village of Luxemburg Paving
  - State Shouldering

Bruce Heidmann inquired about snow-plowing the parking lanes in the villages. He recommended that Todd & Lenny work w/ the Village to agree on a procedure of who is responsible to clear it. Gary Paape inquired about frost boils in the Town of Ahnapee & was wondering if the Highway Dept. could assist in an emergency situation. Larry Kirchman inquired about the amount of chips used for sealing.

Shop Superintendent Jim Fencil, had the following to report:

- ❖ Algoma Shop Roof re-wiring on the West End, running electrical wires to allow multiple engine heaters to be put on timers
- ❖ New Radios are in & appear to be working fine
- ❖ We built a new chipper box for brushing
- ❖ Sanders & Flows are being changed over for summer use
- ❖ Mechanics have been doing box work on Quad Axels

Bruce Heidmann inquired about the status on the fuel system upgrade. Jim updated the committee that Tom has been entering all of the equipment, he's meeting with the bus company, and we're just about set to go online! Larry Kirchman asked for a quick explanation of the procedure & history of the fuel system upgrade for the new committee members. Commissioner Every explained that we are replacing our old paper/manual system with a new key-fob/computerized system where the data will be transferred electronically. This new system will also be able to retain all maintenance information required per piece of equipment. Gary Paape asked which departments & municipalities currently receive fuel from the Highway Dept. A quick list was given and discussion followed about why the Sheriff's Dept. no longer purchases fuel from the Highway Dept. It was also asked how the fuel system was being paid for. The fuel system is being paid for thru the Highway Budget and will cost approx. \$47,000.00.

### Highway Department Operations Review:

At this time, Commissioner Every went thru a Power Point Presentation that touched on the following areas:

- ❖ Historical Review of Operations

- ❖ Recent Changes in Department Operations
- ❖ Construction Season Schedule
- ❖ Operational Planning Information / Discussion

A copy of the presentation is available from the Highway Dept. staff and all committee members will receive a copy via email.

The 2013 Financial Report will be completed soon and will be reviewed with the committee by the County Auditor in May. The financial information and operations review will be used to assist with planning the services provided by and staffing levels of the Highway Dept.

**Approve & Sign Vouchers:** Today's Highway Voucher totals were: \$28,963.96 paid by check and \$9,352.59 paid by credit card. A motion to approve Vouchers as presented was made by Bruce Heidmann. Second by Tom Romdenne. All in favor. Motion carried.

**Approve any travel requests:**

1. NE Region Commissioners / Committee Members Meeting @ Calumet County on May 8<sup>th</sup>. All committee members attending plus Commissioner Every. Motion to approve Travel Request made by Gary Paape. Second by John Mastalir. All in favor. Motion carried.
2. WCHA Summer Highway Conference in Wisc. Dells June 2<sup>nd</sup> – 4<sup>th</sup>. Motion to approve any members wishing to attend the WCHA Summer Highway Conference made by Bruce Heidmann. Second by Tom Romdenne. All in favor. Motion carried.

**Any other business as allowed by law:**

Commissioner Every gave the committee an update regarding our contract between the County Landfill and B&B Metals for "shredder fluff" used as daily cover. The contract is due at the end of April. Commissioner Every, County Administrator Ed Dorner, and Facility Manager Mike Paral have discussed & presented to B&B Metals to decrease the tonnage and increase the dollar amount. The counter-offer from B&B was nowhere near the ball park of the current contract. We are currently looking into alternate options.

The Committee has also suggested that we have two (2) separate meetings each month, one for Highway Dept information & the other for Solid Waste.

**Next Meeting Dates:**

- Thursday, May 22<sup>nd</sup> @ 8:45 AM
- Thursday, June 12<sup>th</sup> @ 8:00 AM
- Thursday, June 26<sup>th</sup> @ 8:00 AM

Motion made to adjourn today's meeting by Bruce Heidmann. Second by Tom Romdenne. All in favor. Motion carried. Meeting adjourned at 11:45 AM.

Respectfully submitted:

  
Jenny Salentine, Recording Secretary