

Highway/Landfill Committee Minutes

February 18, 2015

The Highway Committee meeting was called to order at 8:45 AM by Chairman Larry Kirchman. Members present included: Larry Kirchman, Bruce Heidmann, Gary Paape, Tom Romdenne, and John Mastalir. Also present was Highway Commissioner Todd Every, Patrol Superintendent Joe Dax, Office Manager Mary O'Leary and Recording Secretary Jenny Salentine. Guests at today's meeting included: County Administrator Scott Feldt; County Board Chairman Ron Heuer; County Board Supervisors Pat Benes & Bob Weidner; Don Kickbusch, Kewaunee City Council; Dan Koszalinski, Schenck; and Lester Schlies, Kewaunee County Highway Dept.

Adoption of Agenda: Gary Paape made a motion to adopt today's Agenda. Second by Tom Romdenne. Motion carried unanimously.

Approval of Minutes: Gary Paape made a motion to approve the Highway Committee Minutes from their February 5th meeting. Second by Tom Romdenne. Motion carried unanimously.

Public Comments: New County Administrator, Scott Feldt took a moment to introduce himself.

Reports:

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

❖ Hand-Outs:

- Roads & Bridges Budget (January 1 thru January 24)

County Board Supervisor Bob Weidner inquired about the expenditures in the County General Maintenance Budget

Commissioner Todd Every had the following to report:

❖ Follow-ups from our previous meeting:

- Commissioner and Gary Paape will be meeting to review the engineering selection process for the bridge replacement projects
- #963 landfill dozer:
 - FABCO follow-up / update: The dozer is apart. We will get core credit. The radiator does not need to be replaced. FABCO made their recommendations & Shop Foreman Mike Lardo reviewed their recommendations & decided which items we needed to complete. We will be getting a new engine wiring harness, new seal in the left drive motor, new seal on the right, new seal kit for the tilt. We are still waiting for an additional quote on the air conditioning system repair. There will be 0% interest / financing for 18 months.

County Board Chairman Ron Heuer asked about the equipment we are renting from Sheboygan County. He has heard a rumor the equipment is running idle & stated we are simply wasting hours & fuel expenses. Commissioner Every addressed Mr. Heuer's concerns.

Update on Landfill Options Discussion & RFP Request: We had an interested party tour the facility last week. There is another tour scheduled for next week with an interested party from Tennessee. No other new updates.

Discuss Highway Department Operations Study (Schenck Presentation): Dan Koszalinski was present at today's meeting to provide a power point presentation showing the status of the Highway Department's Operations Study. Questions, answers, and discussion followed.

Approve & Sign Vouchers: Highway Vouchers paid by check: \$20,898.04. Highway Vouchers paid by credit card: \$33,036.01. Motion to approve vouchers as presented made by Bruce Heidmann. Second by John Mastalir. All in favor. Motion carried unanimously.

Approve Travel Requests:

1. Commissioner Every to attend the Spring Highway Commissioner Training (April 8-9) in Madison, WI.
2. Committee Members to attend the NE Region WCHA Spring Meeting (May 7th) in Door County. Committee members are asked to communicate w/ the office manager if planning to attend the meeting so we have a correct head count.

Motion to approve both travel requests made by Bruce Heidmann. Second by Tom Romdenne. All in favor. Motion carried.

Any other business as allowed by law: None

Next Meeting Dates:

- ❖ Thurs., March 5th @ 8:45
- ❖ Wed., March 18th @ 8:45
- ❖ Thurs., April 2nd @ 8:45
- ❖ Wed., April 22nd @ 8:45

Adjournment: Motion made to adjourn today's meeting by Tom Romdenne. Second by Bruce Heidmann. All in favor. Motion carried. Meeting adjourned at 10:50 AM.

Respectfully submitted:

Jenny Salentine, Recording Secretary

Highway/Landfill Committee Minutes

February 5, 2015

The Highway Committee meeting was called to order at 8:45 AM by Chairman Larry Kirchman. Members present included: Larry Kirchman, Gary Paape, Tom Romdenne, and John Mastalir. Bruce Heidmann was excused. Also present was Highway Commissioner Todd Every, Patrol Superintendent Joe Dax, and Recording Secretary Jenny Salentine. Guests at today's meeting included: County Board Chairman Ron Heuer and County Board Supervisor Pat Benes.

Adoption of Agenda: John Mastalir made a motion to adopt today's Agenda. Second by Gary Paape. Motion carried unanimously.

Approval of Minutes: John Mastalir made a motion to approve the Highway Committee Minutes from their January 21st meeting. Second by Gary Paape. Motion carried unanimously.

Public Comments: County Board Supervisor Pat Benes inquired as to why the light on the Algoma Shop has not been repaired yet. The photo-sensor is out therefore causing the light to remain on during daylight hours. Commissioner Every stated the repairs needed will be taken care of.

Reports:

Patrol Superintendent Joe Dax had the following to report:

- ❖ We've done some snow plowing the past few wks
- ❖ An ice issue in the ditches on CTH "E" was addressed
- ❖ We've been keeping up mixing salt & sand to supply each out-lining shop
- ❖ Casco Town has requested we repair the guard rail on Clyde Hill Rd. We have repaired the guard-rail, however there will be culvert pipe repairs still needed
- ❖ Crews have been cutting trees & brush on County Roads plus State Hwy. 42 & 54
- ❖ Men have been working on the South-end Fence @ the Landfill
- ❖ Employees have been doing maintenance on equipment as expected during this season

Committee Member Gary Paape asked what the frost depth readings were. Joe said it's about 12" under sod & 26" under black top, however that would be black-top near buildings, not directly under the roadways.

Office Manager Mary O'Leary had nothing new to report & therefore did not attend today's meeting.

Commissioner Todd Every had the following to report:

- ❖ The DOT originally had agreed to pay for 1 of 2 stipends for on-call duties when neither the Commissioner or Patrol Superintendent is on-call for the weekend. They have since changed their approval to now being 40% of 1 stipend which is equal to \$120 of the \$300 stipend.
- ❖ NE Region WCHA Spring Conference will be held in Door County on May 7th at the Lodge at Latham Smith.
- ❖ Repairs were completed on one of our furnaces here @ the Main Office Building. There was a burned out heating element and a new valve installed
- ❖ Within the next month or so Commissioner Every will be creating a list of qualified engineers for the Bridge Program. The County has 4 approved bridges & the Town of Carlton has one. The CTH "S" bridge will be a major project, the other 4 are considered average bridges. The Highway Committee will need to approve the recommendation.
- ❖ Commissioner Every had forwarded an email link to the committee members regarding the State Budget proposals from Governor Walker. One thing noticed was the elimination of car killed deer pick-up payments to counties. The state currently pays \$350,000.00 state wide. Kewaunee County has a contract with the state for \$575.00 per month, a total of \$6,900.00 annually.
- ❖ Reminder to all committee members, regional legislative updates from the Wisconsin Counties Association, will take place in March
- ❖ Commissioner Every is preparing the resolution to present for the Finance Committee for the purchase of the 2 trucks, one at \$25,156.00 and the second at \$27,656.00.
- ❖ Schenck will be here at our next committee meeting (February 18th) for a presentation on the Operations Study.
- ❖ Repairs:
 - Truck #38: The plow frame was damaged, we purchased a new frame & filed a claim w/ our vehicle insurance
 - #963 Dozer @ the Landfill, the engine is in & repairs are on-going

Update on Landfill Options Discussion: At our last meeting, the committee approved the RFP which is now posted in a variety of locations. We have received requests for additional information from several entities. The Brown County Solid Waste Director also contacted us letting us know we can certainly use them as a resource at this stage. They too would be interested in receiving garbage from Kewaunee County. County Board Chairman Ron Heuer stated he received one request directly however he did not disclose who it was. He has forwarded the request to Jeff Wisnicky, Corporation Council & Acting County Administrator. The RFP's are due March 2nd at 3:00 PM.

Consider Roads and Bridge Fund appropriation request: Commissioner Every presented the committee with a facts sheet recapping our discussion from the previous Highway Committee meeting regarding the year-end balance of the 2014 Highway Roads & Bridges Dept. budget. The estimated expenditures for the year were approximately \$265,000 over the 2014 appropriations. Some of the major reasons for this spending were:

1. Approximately \$79,000 over budgeted costs for winter maintenance
2. CTH "S" – Changed to a pulverize and pave job (not resurface), unanticipated culver and guardrail work
3. CTH "AB" Paving (Stangelville – Cherneyville Rd.) – This section was scheduled to be an installation of a second mat of asphalt. However, some additional wedging was needed prior to the top mat being paved.
4. Unanticipated culvert replacements on CTH "E" & CTH "AB".

According to Chairman Kirchman, in previous years, expenses above the budgeted amount in the Highway Department's Roads & Bridges Budget were charged to the County Roads & Bridges Fund. This action took place when our auditors closed out the fiscal year during the annual audit. This has been done without any action or recommendation from the Highway Committee or Finance Committee.

As we discussed at our previous meeting, the Committee desires to verify these expenditures are recognized and make a formal motion recommending to the Finance Committee that the work should be charged to the County Roads & Bridges Fund.

A motion was made by Gary Paape as follows: The Highway Committee recognizes the need for these expenses which includes: due to the above average winter in 2014, project changes, and unanticipated culvert replacement costs. The Highway and Solid Waste Committee recommends the Finance Committee approve the 2014 expenditures above the annual appropriations and be charged to the County Roads and Bridges Fund. Also, the Highway Committee recommends this transfer be completed during the annual audit and noted in the final audit report. Second by Tom Romdenne. All in favor. Motion carried unanimously.

Approve & Sign Vouchers: Solid Waste Vouchers paid by check: \$82,588.30. Solid Waste Vouchers paid by credit card: \$195.95. Motion to approve vouchers as presented made by Tom Romdenne. Second by John Mastalir. All in favor. Motion carried unanimously.

Approve Travel Requests: None

Any other business as allowed by law: None

Next Meeting Dates:

- ❖ Wed., February 18th @ 8:45
- ❖ Thurs., March 5th @ 8:45
- ❖ Wed., March 18th @ 8:45

Adjournment: Motion made to adjourn today's meeting by Gary Paape. Second by Tom Romdenne. All in favor. Motion carried. Meeting adjourned at 9:32 AM.

Respectfully submitted:

Jenny Salentine, Recording Secretary