

Highway/Landfill Committee Minutes

May 20, 2015

The Highway Committee meeting was called to order at 8:45 AM by Chairman Larry Kirchman. Members present included: Larry Kirchman, Bruce Heidmann, Tom Romdenne, and John Mastalir. Gary Paape was excused. Also present was Highway Commissioner Todd Every, Patrol Superintendent Joe Dax, Landfill Facility Manager Mike Paral, and Recording Secretary Jenny Salentine. Guests at today's meeting included: County Administrator Scott Feldt, Count Board Chairman Ron Heuer, & County Board Supervisor Bob Weidner.

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

Approval of Minutes: John Mastalir made a motion to approve the Highway Committee Minutes from their April 22nd & May 7th meetings. Second by Bruce Heidmann. Motion carried unanimously.

Public Comments: None

Reports:

Office Manager Mary O'Leary wasn't able to attend today's meeting. Commissioner Every had the following to report on Mary's behalf:

- ❖ An over-time report was provided to the committee as previously requested showing the amount of hours & costs annually from 2011 – 2015

Both Bruce Heidmann & John Mastalir stated that over-time can be beneficial & productive to get work completed. Bob Weidner added to the conversation stating over-time isn't a bad thing when used properly. John Mastalir also commented about laws limiting truck drivers to working no longer than 11 ½ hours per day.

Patrol Superintendent Joe Dax had the following to report:

- ❖ Currently replacing culvert pipes on CTH "C", "AB", & "SS", plus in the towns of Casco, Ahnapee, & Lincoln
- ❖ Will have additional culvert pipes to replace for the Town of Montpelier
- ❖ We have been repairing Guard Rail on CTH "F", "N", & "K"
- ❖ Our D-8 (CAT Dozer) plus an operator was sent to Manitowoc County to assist with stripping their pit
- ❖ Rip-Rap Bridges for repairs from bridge inspections
- ❖ We acquired work for the Town of West Kewaunee Crack-Filling, 3 of the 5 miles are complete
- ❖ We are prepping the Hot-Mix Plant
- ❖ We received a request from Door County to use our Snooper Truck plus 2 men
- ❖ Center-lining began this week & will continue next week
- ❖ Trucks are un-harnessed. A few un-used trucks will keep the plow & wings attached, but all sanders have been converted over to summer use
- ❖ Mechanics are prepping tractors for ditch-mowing

Committee Chairman Kirchman praised the staff on the STH "42" Culvert Replacement Project. Mr. Kirchman stated the job was very well done & he was very impressed with the complete results, stating the road is very smooth. Committee Member Bruce Heidmann echoed Chairman Kirchman's remarks. Mr. Kirchman asked how many townships we will be ditch-mowing this year. So far, we've been contacted by West Kewaunee, Red River, and Montpelier.

Landfill Facility Manager Mike Paral had the following to report:

- ❖ Part-Time Paper-Pickers have been hired
 - One of the new hires is an existing employee that currently cleans at the Highway Dept.
 - The 3rd individual is a student who comes after classes
- ❖ Currently working on getting pricing on replacing the plugs in the leachate lines
 - There was a design flaw that needs to be fixed
- ❖ We are ready for Breaker-Run for the turn-around in Cell 10

- ❖ We'll need clay hauled in for intermediate cover
- ❖ Hand-outs:
 - Account Aging Report ~ Receivables (thru 5/7/15)
 - Revenues & Expenditures
- ❖ *B&B Metals* ~ Our current contract will be expiring soon. *B&B* is requesting a lower rate to haul their shredder fluff here. We'd like to set a weekly minimum in the contract to ensure a steady source of material that can be used as ADC.
 - We haven't been receiving enough tire chips from *Liberty Tire*
 - Discussions continue with *B&B Metals*. They are offering \$8.00/ton with a minimum amount per week. A recommendation from Commissioner Every, Mike Paral, & County Administrator Mr. Feldt is to inter into a contract with *B&B Metals* at this price.

County Board Supervisor Bob Weidner asked what percentage of material brought in daily is used as "daily cover". Mike Paral stated approximately 23%, which is low. Chairman Kirchman asked if we're getting other forms of "daily cover". Mike Paral stated we do receive and use some sand. Chairman Kirchman requested the following reports for a future meeting: Charge Summary & Tonnage Summary. Committee Member Bruce Heidmann asked for an update on the CAT.

Commissioner Todd Every had the following to report:

- ❖ Seasonal Employees are returning
 - 2 college students
 - 2 retirees
- ❖ Update on the ROW issue at STH "42" & CTH "D" which was brought up at a previous meeting by County Board Supervisor Pat Benes
 - The State has collected survey data
 - The State will have their Plan together hopefully by the end of the month
 - Our Highway Dept. will be doing the work for the State
- ❖ Summer Town Work Includes:
 - Ahnapee ~ Pulverize ½ mile & chip seal a ½ mile on Poplar Road
 - Village of Casco ~ LRIP Fund Money to purchase Hot-Mix & we will pave on Braeburn, Applewood, and Cortland
 - Montpelier ~ we have estimated projects for Chip Sealing, Paving, & Pipe Replacements
- ❖ Tom Karman will be at the June 4th Committee Meeting to report on the 2014 Highway Dept Financials
- ❖ Bridges ~ Applications will be prepared for three town projects. These are federal aid projects. If approved, 80% of the funds will be federal dollars & 20% will be local dollars. Half of the local share would be county bridge aid. The 2015 – 2020 Program includes:
 - Town of Ahnapee – Willow Road Bridge
 - Town of Casco – Elm Road Bridge
 - Town of Franklin – Old Settlers Road Bridge
- ❖ Update on CTH "H" Bridge Deck Replacement Project: The bids came in at 3 times the estimated project cost. Some factors include which could have led this were:
 - timing of the work schedule (summer season)
 - companies are busy & and their schedules are full
 - poor bidding time frame

Staff and the consultant will review the information, review the estimated costs, and then plan another bidding, and revise the budget accordingly.

Discuss Highway Operations Study Recommendations:

Commissioner Every advertised for proposals to purchase hot mix from suppliers. One proposal was received from NE Asphalt. This information will be used as we move forward analyzing the Make/Buy decision for this material.

Commissioner Every also met with representatives from NE Asphalt to discuss their proposal, company services, and options as a supplier of materials.

Staff will begin analyzing our equipment inventory in the next few weeks after we receive the final 2014 audit numbers. More information and recommendations will be available in the near future.

Discuss Landfill Operations Options: Commissioner Every, Facility Manager Paral, and Administrator Feldt met to discuss the analysis of the landfill operations and future of the solid waste activities in the county. They provided a summary of some decisions which the Committee needs to talk about in order to narrow the focus of the operations future. A summary document was provided to the committee posing the following questions to be answered:

The Strategic Assumptions need to be determined:

- Are we getting out of the landfill business?
- Are we getting out of the Solid Waste disposal business?

Analysis:

- Assumption 1 ~ Kewaunee County is staying in the landfill business
- Assumption 2 ~ Kewaunee County is getting out of the landfill business
- Assumption 3 ~ The County is staying in the solid waste disposal business
- Assumption 4 ~ The County is getting out of the solid waste disposal business

Comments/Discussion: John Mastalir stated he feels the business community will be hurt/affected the most. County Administrator Scott Feldt repeated question #1 from above ... and how do we proceed.

County Board Chairman Ron Heuer said “Yes, we are getting out of the landfill business”, now the question is “how are we going to get out of the landfill business”. From a PR standpoint, per Mr. Heuer, most of the County residents simply don’t care if the landfill closes or not. Mr. Heuer stated the only people that do care are farmers that have large quantities of plastic to dispose of. Mr. Heuer stated the best way to do this is to cut back the hours of operation & change the tipping fees to be equal to what the transfer station in Door County Charges.

Mr. Mastalir didn’t feel cutting hours of operation will save any money.

Landfill Facility Manager Mike Paral stated the “Mom & Pop” drop off waste only makes up for 10% of the garbage brought to the landfill.

Mr. Heuer would like us to decrease our hours so that businesses will go elsewhere and therefore decrease our volume by 90%.

Chairman Kirchman stated in December 2012, a resolution was PASSED at County Board to NOT proceed with Phase III at the Landfill. In Mr. Kirchman’s opinion, the decision was made in 2012 ~ we are getting out of the solid waste business. A similar recap was provided by County Board Supervisor Bob Weidner who had been the County Board Chairman in 2012.

Mr. Feldt stated that is a fair assessment with 3 options: 1) continue as is 2) fill quickly 3) fill slowly.

Staff will continue to research the options based upon the committee’s direction and follow up with more information in the future.

Discuss Winter On-Call List Recommendation to Personnel Committee: Commissioner Every provided a report to the committee members that summarized the weekend on-call activities during this past winter season. Commissioner Every is requesting the committee to recommend to the Personnel Committee to continue to use this on-call procedure.

Chairman Kirchman asked about the dates for the On-Call Schedule. Originally the schedule began the first weekend in November & ran thru the end of April. However, it was changed to begin the first weekend in December & ran thru the end of March.

Bob Weidner asked how we can get more money from the State. The State is paying 40% of 1 stipend for 1 weekend when both the Commissioner & Patrol Superintendent are not on-call. Commissioner Every stated that the state will not pick up any more of the costs.

Bruce Heidmann asked if it would be feasible to not include the month of March. Commissioner Every stated he would not recommend that since we often have winter events in March.

A motion was made by John Mastalir stating the Highway & Solid Waste Committee requests the approval from the Personnel, Legislative, and Advisory Committee to continue the use of Highway Department employees assisting with the Winter On-Call Schedule and paying the stipend. Second by Tom Romdenne. All in favor. Motion carried unanimously.

Discuss Recommendation to Personnel Committee to fill Highway Department job vacancies: Commissioner Every stated we've had 3 retirements so far in 2015. We currently have 21 employees.

Last year we set the staffing levels to be at 23 employees on a motion that carried unanimously at our June 26, 2014 committee meeting. Discussion followed ... County Board Supervisor Bob Weidner had the following comments:

- Do we need 2 additional employees? Discussion followed.
- Over-Time show there's a need for additional employees

Bruce Heidmann commented even at 23 employees last summer that was not enough for paving alone. Bruce also commented that we passed a budget that covered 23 employees. Commissioner Every commented that it took most of the staff to perform the paving operation, so other operations/projects had to be suspended until time and staffing were available.

Bruce Heidmann made a motion stating the Highway & Solid Waste Committee requests the Personnel, Legislative, and Advisory Committee Approves filling 2 vacant position in the Highway Dept. Second by Tom Romdenne. All in favor. Motion carried unanimously.

Approve & Sign Vouchers: Highway vouchers paid by check: \$49,925.38. Highway vouchers paid by credit card: \$71,242.18. Motion to approve vouchers as presented made by Tom Romdenne. Second by John Mastalir. All in favor. Motion carried unanimously.

Approve Travel Requests: None

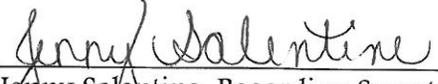
Any other business as allowed by law: None.

Next Meeting Dates:

- ❖ Thurs., June 4th @ 8:00 AM
- ❖ Wed., June 17th @ 8:00 AM
- ❖ Wed., July 1st @ 8:00 AM
- ❖ Thurs., July 23rd @ 8:00 AM

Adjournment: Motion made to adjourn today's meeting by Bruce Heidmann. Second by Tom Romdenne. All in favor. Motion carried. Meeting adjourned at 11:35 AM.

Respectfully submitted:


Jenny Salentine, Recording Secretary

Highway/Landfill Committee Minutes

May 7, 2015

The Highway Committee meeting was called to order at 7:30 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.

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

Public Comments: None

Reports:

Commissioner Todd Every had the following to report:

- Pulverizing proposals we accepted for this year's projects.
- A request for bids to purchase hot mix asphalt was advertised. Bids will be due on May 18th.
- The Wisconsin Refueling Readiness Grant application was submitted.
- Tom Karmon from Schenck will attend the meeting on June 4th to review the 2014 Financial Audit for the department.
- An update was given on the bridge condition on the Rustic Road. The department is investigating options to repair the bridge abutments and deck.

Update on the CTH H Bridge Deck Replacement Project Schedule: the engineering plans for the project are complete. Advertising for bids are in the paper and construction trade magazines. Bids will be due on May 19th. Ayres Associates will review the bids and provide a recommendation also on May 19th. A committee meeting will need to be held prior to the May county board meeting to recommend approval of a resolution to award the successful bidder a contract. Commissioner Every is working with the Corporation Counsel to draft a resolution for the county board agenda. Construction is scheduled to start in mid-June.

Approve & Sign Vouchers: Motion to approve vouchers as presented made by Tom Romdenne. Second by John Mastalir. All in favor. Motion carried unanimously.

Northeast Region WCHA Spring Meeting: The committee travelled to Sturgeon Bay to attend the meeting. Presentation topics included: budget update from the Secretary of Transportation, Northeast Region project updates, Implements of Husbandry (IOH) permitting process, and state and federal legislative issues.

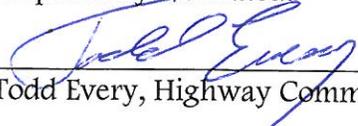
Any other business as allowed by law: None.

Next Meeting Dates:

- ❖ Tues. May 19th @ 4:30
- ❖ Wed. May 20th @ 8:45
- ❖ Thurs. June 4th @ 8:00
- ❖ Wed. June 17th @ 8:00

Adjournment: Motion made to adjourn today's meeting by Bruce Heidmann. Second by Gary Paape. All in favor. Motion carried. Meeting adjourned at 1:00 PM.

Respectfully submitted:


Todd Every, Highway Commissioner