

Highway/Landfill Committee Minutes

June 17, 2015

The Highway Committee meeting was called to order at 8:30 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, Office Manager Mary O'Leary, Landfill Facility Manager Mike Paral, 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: Gary Paape made a motion to adopt today's Agenda. Second by John Mastalir. Motion carried unanimously.

Approval of Minutes: Gary Paape made a motion to approve the Highway Committee Minutes from their June 4th meeting. Second by John Mastalir. Motion carried unanimously.

Public Comments: None

Reports:

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

- ❖ Hand-Out:
 - Roads & Bridges Budget Update (January 1 thru May 30, 2015)
 - General Bridge Maintenance expenses last month were approximately \$10,000.00
 - Engineering on CTH "H" Bridge Deck was approximately \$15,000.00
 - General Repairs last month were approximately \$90,000.00. This included grading, culvert replacement, ditching & drainage, signing, and paint-striping
 - We billed the State for approximately \$125,000.00 worth of work during our 6 week billing cycle thru May

Landfill Facility Manager Mike Paral had the following to report:

- ❖ Completed the new turn-around (will be taking out the turn-around in Cell 9 & laying clay
- ❖ DNR was here Monday during the rain (our Notice of Noncompliance is all clear, everything is fixed & we're back to being in compliance)
- ❖ Our biggest issue at this time is the lack of material for ballast and daily cover. Our shredder fluff has been low due to a breakdown at the supplier. Committee Member John Mastalir asked about a paper-sludge product we've been taking @ the Landfill. Mike Paral explained the product is used for ballast & daily cover. Adding, it's the best product available to use as daily cover.

Mr. Mastalir also asked about summaries that were requested by Chairman Kirchman on a month basis & why isn't there a summary today. The information Mr. Mastalir inquired about was provided to the committee at the previous meeting as requested.

Committee Member Bruce Heidmann asked about waste oil coming to the Landfill because of the Algoma collection site being closed down. We haven't noticed an increased volume received.

Chairman Kirchman requested a Tonnage & Charge Summary by "User Name" for the next committee meeting. Mr. Kirchman also asked about intermediate cover on Cell 9. The law states if we are not using an area to fill, it needs to be covered with 6" clay & be able to shed water. Lastly, Mr. Kirchman asked about the borrow-pit. The water from the borrow-pit goes into the storm water pond and then settles out.

Commissioner Todd Every had the following to report:

- ❖ Landfill:
 - Reclamation Plan for borrow-pit is going thru DNR review

- Well Work (Monitoring) ~ Once the DNR approves the Reclamation Plan for the borrow pit, we will work with our engineer to prepare an RFP for the work needing to be completed on the monitoring wells in conjunction with the borrow pit reclamation.
- ❖ Highway Department:
 - Spring testing of the wells for salt around the main shop was completed and analyzed. The tests again were very good. Our Engineer has completed a report and a request to the DNR to close-out this issue.
 - Paving approaches to salt sheds ~ purchased Hot-Mix from NE Asphalt, the State will be covering \$8,000.00 worth of the work for the areas in front of the State Salt Sheds.
 - We had a container fire here @ the Main Shop ~ we were transferring a oil gas mix from one container to the waste oil container when the fumes ignited and started the container on fire. Staff we were able to back the barrel out of the shop & the Kewaunee Fire Dept. was able to put the fire out w/ foam. As far as we can tell, the fumes were ignited by the water heater located in the area. There were no injuries and no damage to any equipment of facilities.
 - We will receive approximately \$80,000.00 in additional State work. Patrol Superintendent Joe Dax & Dennis Keyser from the State have been discussing additional work to include: Paving patches, culvert replacements, & ditching on the State Highways
 - Committee Member Bruce Heidmann voiced his concern about the safety of our Highway Dept workers for these additional state jobs.
 - Office Manager Mary O'Leary also stated with these additional State projects, (Local Force Accounts) there is a lot of costing out between the projects to make sure we reach our funded amount. Between the office staff, Julie & Jenny, they are doing a really great job at entering the labor, equipment, & materials on a timely basis, and assisting the review of the costs to reach the cap of each project.
 - Staff is estimated costs for PBM Projects: 1) Shouldering on STH "42" 2) Crack-filling on STH "54". Staff will be reviewing the estimates with the state soon.
 - State Budget Changes: Originally the Car-Killed-Deer Pick-Up was taking out of the budget, now it appears to be back in the budget but only for car-killed-deer on State Highways. This committee may need to make a decision about what the Highway Dept will do, if anything, for car-killed-deer on County Roads or even Town Roads. Once the state budget is actually passed, we will visit this topic in more detail.
 - Chairman Kirchman stated we have 500 miles of municipal roads in Kewaunee County. He feels we should no longer pick up car-killed-deer as he feels we lose money on this service.
 - The Personnel Committee approved to fill 1 of the 2 requested Highway Worker positions. Communications are being sent to the candidate from the eligibility list offering him the position.

Chairman Kirchman asked about working on CTH "H", from STH "54" to Northbrook Road. Commissioner Every would like to wait until the CTH "H" bridge is done. Perhaps another project would be moved up during this time.

Discuss Landfill Operations Options:

At our next meeting, the committee will be considering the scenarios for the remaining life of the landfill, which will also include the County's responsibilities in the future for once the landfill closes.

Commissioner Every asked for comments, have any committee members heard anything from the community about the landfill closing. Landfill Facility Manager Mike Paral stated most people that have been coming in to the landfill recently have said they've heard the County will still provide a way for the residents to dispose of their garbage. Committee Member Gary Paape stated he's heard people commenting that our ditches are going to be full of garbage. Mr. Paral has also heard comments from the general public about how residents will begin using burn-barrels again.

Committee Member John Mastalir reviewed a visit he made to a landfill in Menomonee Falls Landfill. He indicated that compared to this landfill, he felt our landfill was over staffed. Mr. Paral provided the following staff schedule to the committee: 2 days each week, ALL employees (3) are there; 3 days each week, only 2 employees are there. No further discussion.

County Board Chairman Ron Heuer stated we need numbers! Mr. Heuer has been pressuring County Finance Director Paul Kunesh and County Administrator Scott Feldt.

Chairman Kirchman requested a solid waste over-time report for the next committee meeting.

Town of Franklin, Irish Road, Bridge Aid Request: The Town of Franklin has requested Bridge Aid for a culvert they replaced on Irish Road. The Town of Franklin is requesting \$1,750.00 in bridge aid from the County. J. Jadin Inc has already completed the work for the Town of Franklin. A motion was made to approve the Bridge Aid Request in the amount of \$1,750.00 by Gary Paape. Second by John Mastalir. All in favor. Motion carried unanimously.

Approve & Sign Vouchers: Highway vouchers paid by check: \$67,607.88. Highway vouchers paid by credit card: \$30,483.73. Motion to approve vouchers as presented made by Bruce Heidmann. Second by Gary Paape. All in favor. Motion carried unanimously.

Approve Travel Requests: None

Any other business as allowed by law: None

Next Meeting Dates:

- ❖ Thurs., July 9th @ 8:30 AM
- ❖ Thurs., July 23rd @ 8:30 AM
- ❖ Thurs., August 6th @ 8:30 AM
- ❖ Wed., August 19th @ 8:30 AM

Adjournment: Motion made to adjourn today's meeting by Gary Paape. Second by Tom Romdenne. All in favor. Motion carried. Meeting adjourned at 10:37 AM.

Respectfully submitted:

Jenny Salentine, Recording Secretary

Highway/Landfill Committee Minutes

June 4, 2015

The Highway Committee meeting was called to order at 8:00 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, 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, Finance Director Paul Kunesh, County Board Supervisors Pat Benes & Bob Weidner, and Tom Karmen from Schenck.

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

Approval of Minutes: Bruce Heidmann made a motion to approve the Highway Committee Minutes from their May 20th meeting. Second by Gary Paape. Motion carried unanimously.

Public Comments: None

Reports:

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

- ❖ Billing Cycle ended Saturday, May 30th. Mary will have updated financials for the meeting on June 17th
- ❖ The State Equipment rates have decreased approximately 7%, effective May 3rd
- ❖ Mary worked closely w/ Tom Karmen from Schenck throughout the month of May to close out our 2014 Financials

Patrol Superintendent Joe Dax was unable to attend today's meeting. Commissioner Every had the following to report on Joe's behalf:

- ❖ Center-lining & Fog Line painting crews started about 1 ½ weeks ago on County Roads plus state work in Door County
- ❖ Fog Line painting is now complete north of Algoma
- ❖ STH "29" ~ Cross Drain & Pipe Replacement plus ditching
- ❖ Replaced a pipe on Hill Rd. for Montpelier Town
- ❖ Crews have been spraying for weed control on the State & County Bridges
- ❖ Crack-filling for West Kewaunee Town is complete
- ❖ We have mulched the landscaping here @ the Main Shop
- ❖ We've hauled 3" breaker-run to the Landfill for the turn-around
- ❖ Future Work Includes:
 - South STH "42" ~ 5 pipes to replace for the State, possible patching & additional drainage as well

Commissioner Todd Every had the following to report:

- ❖ We'll be receiving extra State Job Work, still working out the details
- ❖ Local Bridge Project Update:
 - Engineers have been notified they were awarded the project
 - Next Step: Engineers to meet w/ Consultants
 - July 1st ~ Funds become available
- ❖ Salt Shed Apron Paving ~ Preparing to pave near the salt sheds due to salt shed inspection recommendations
- ❖ 2015-2020 Bridge Program ~ The Towns of Ahnapee, Casco, & Franklin are applying for the Federal Aid Program. Commissioner Every has assisted these Towns in completed their applications & sending them in)
- ❖ Hand-Out: Highway Revenue & Expenditures (prepared by Paul Kunesh, our Finance Director)
- ❖ Landfill Updates:
 - Pit Reclamation
 - Ayres is preparing a report about the film we are using for daily cover

- Continue to work on operations planning
- B&B Metals (entered into an agreement for shredder fluff)
- Received a call from Brown County about receiving paper fiber material. They are under contract to receive but no longer want to use the material
- Hand-Outs:
 - Tonnage & Charge Summary (January 1, 2015 thru May 31, 2015)
 - Tonnage & Charge Summary (January 1, 2014 thru May 31, 2014) *to compare w/ the above summary
 - Revenue & Expenditures (prepared by Paul Kunesh, our Finance Director)

Chairman Kirchman asked when we are going to Pave CTH “C” & CTH “AB”. Pulverizing is scheduled to begin July 6th. Committee member Bruce Heidmann asked about the possible erosion issue near CTH “S” & CTH “U”. Chairman Kirchman also asked about a line item budgeted for the Landfill and if we needed approval from the Finance Committee to transfer funds from another line item within the budget. County Board Supervisor Bob Weidner reminded everyone that the full 20 person County Board members approved the budget & we should stay within that budge. Discussion followed with comments from County Administrator Scott Feldt, County Board Supervisor Bob Weidner, Chairman Kirchman, and Commissioner Every. It is our goal to stay within the budget & we plan to have monthly updates as to where we’re at within our budget from the Finance Department.

2015 Highway Department Audit Presentation (Tom Karmen, Schenck): Tom Karmen joined our meeting to present the year end financials for 2014. Our net position is \$4,798,862.91. The Highway Department had a positive Net Change in Position of \$153,539.63. Discussion followed after Tom’s presentation with the following comments:

- ❖ Mr. Kirchman stated a lot of changes have occurred over the past few years because County Board Chairman Ron Heuer & himself took it upon themselves to say “enough is enough”, it’s time for change! We have a good commissioner. We have a good management team & he’s impressed w/ the Commissioner. We need to continue moving forward with change.
- ❖ Mr. Heidmann added the Highway Committee did a lot too over the past 6 years. Act 10 also helped.
- ❖ Mr. Feldt recognized Todd & his staff. Adding, tough decisions had to be made in regards to staffing.
- ❖ Commissioner Every stated all the Highway Department staff has done the work to make this happen. He hopes the County Board recognized the dedication of the employees & appreciates them.
- ❖ Mr. Heuer stated this is the outcome when you have good leaders and hard working County Board Supervisors. “We are here to do what is right for the tax payers”.
- ❖ County Board Supervisor Pat Benes echoed the above comments.

Discuss Highway Operations Study Recommendations: We accepted proposals for purchasing Hot-mix to compare “make vs. buy”. We have talked with other counties about using recycled materials in Hot-mix. We are starting to analyze our equipment inventory to consider possible replacements or liquidation.

Approve & Sign Vouchers: Solid Waste vouchers paid by check: \$18,374.74. Solid Waste vouchers paid by credit card: \$252.99. Motion to approve vouchers as presented made by Bruce Heidmann. Second by Tom Romdenne. All in favor. Motion carried unanimously.

Approve Travel Requests: None

Any other business as allowed by law: Committee Member Gary Paape asked the commissioner if the Highway Dept sells used Culver Pipes. To which Mr. Every replied: No, we no longer do.

Next Meeting Dates:

- ❖ Wed., June 17th @ 8:30 AM
- ❖ Wed., July 1st @ 8:30 AM
- ❖ Thurs., July 23rd @ 8:30 AM
- ❖ Thurs., August 6th @ 8:30 AM
- ❖ Wed., August 19th @ 8:30 AM

Adjournment: Motion made to adjourn today's meeting by Tom Romdenne. Second by John Mastalir. All in favor. Motion carried. Meeting adjourned at 11:00 AM.

Respectfully submitted:

Jenny Salentine, Recording Secretary