

Highway/Landfill Committee Minutes

January 14, 2016

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, Landfill Facility Manager Mike Paral, and Recording Secretary Jenny Salentine. Guests at today's meeting included: County Board Supervisor Pat Benes.

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

Approval of Minutes: Gary Paape made a motion to approve the Highway Committee Minutes from their December 16th 2015 meeting. Second by Bruce Heidmann. Motion carried unanimously.

Public Comments: None

Reports:

Landfill Facility Manager Mike Paral had the following to report:

- ❖ All went well w/ the DNR inspection on 12/17/15, everything passed
- ❖ We are scheduled to change the tracks on the CAT for February, estimated cost will be \$12,000.00
- ❖ Aljon is due for normal maintenance
- ❖ We are estimating approximately enough space at the landfill to last 2 years
- ❖ Hand-outs:
 - Tonnage & Charge Summary by Refuse – Year End Report (January 1 – December 31, 2015)
 - Tonnage & Charge Summary by Refuse (December 1 – 31, 2015)
 - Tonnage & Charge Summary by Hauler Name – Year End Report
 - Account Aging Report – Receivables (as of January 10, 2016)
 - Monthly Revenue & Expenditures Report (prepared by Finance Dept) (November 2015)
 - We have sent emails & made phone calls to each municipality to gather their information of the solid waste and recycling services they provide to their residents. The goal is to make this information available to the residents so they know their options when the county's solid waste and recycling services are no longer available.
 - Chairman Kirchman feels it's unnecessary for us to send information to townships & residents. He feels all we need to do is let the town chairman know, it should be their responsibility to inform their residents.
 - We feel we need to be proactive about the future closure of the County Landfill.
- ❖ We are caught up on hauling leachate
- ❖ Daily Cover: We are getting it as we call & ask for it.

Patrol Superintendent Joe Dax had the following to report:

- ❖ After the December rain, we've cleaned bridges
 - Debris washed up & we had many plugged culvert pipes
- ❖ Snow-Fencing has been installed for the State Highways & Luxemburg Township
- ❖ Approx. 10" of frost under the road surface
- ❖ Snow Storm (December 28) update:
 - All 14 units out, including all men plus 2 part-time employees

Commissioner Todd Every had the following to report:

- ❖ The Commissioner forwarded an email to all committee members regarding the car-killed-deer contract with the State. We will continue "as is" thru the end of February
- ❖ Update: Hot-mix information will be available / presented at our next meeting
- ❖ Update: Inventory at Pits & Quarry:
 - Scans are Complete
 - Next Step is to weigh our materials

- ❖ Village of Luxemburg – Main Street (CTH “AB”) Enhancement Project (STH “54” South to Ash St.)
 - The Village of Luxemburg is looking to enhance this section of Main St using TIF District Funding. They are looking to resurface the street and parking lanes, replace sidewalks, storm sewers, and upgrade lighting.
 - The Village would cover the entire expense of this project and in return would like to receive credit when the time comes to repave the rest of CTH “AB” thru the Village Limits.
 - Commissioner Every has spoken w/ County Administrator Scott Feldt & Corporation Counsel Jeff Wisnicky regarding this project. Both are in favor of it & recommend a MOU (Memo of Understanding) be issued.
 - Committee Member John Mastalir expressed he doesn’t feel the County should give any future credits to the Village of Luxemburg unless the paving is completed by the county. Commissioner Every stated he spoke to the village about completing the paving. However, there is a possibility the funding source may not allow the funding to be spent with the county for this item. The village will look into this item.
 - More to come at future meetings. The Village of Luxemburg would like this project completed prior to the County Fair in July 2016.
- ❖ 2016 is the last year of our agreement for the lease of the land the Asphalt Plant is located. Commissioner Every will be contacting the landowner to renew the lease agreement.
- ❖ Commissioner Every would like to schedule a time w/ our Bridge Program Manager from *Ayres & Associates* to review the bridge program (meeting w/ Towns & Villages too).

Discuss Highway Department Operations & Highway Department Job Vacancies: Additional retirements and resignations have created a need to fill positions. Commissioner Every attended the Personnel Committee meeting and received approval to hire three people. The Commissioner will work with the County Administrator to fill these positions.

The Office Manager and Commissioner are currently analyzing the positions in the stockroom and shop. Staff is looking at the flow of information regarding the ordering of parts, parts charge out, invoicing, inventory management, and recordkeeping. Staff will also be meeting with our vendors to see if they offer any services to improve the efficiency for parts ordering and delivery.

Discuss 2016 – 2020 Transportation Improvement Plan: Commissioner Every presented a copy of the 2016-2020 Transportation Improvement Plan. A copy is attached.

Approve & Sign Vouchers: Highway Vouchers paid by check: \$17,496.34. Highway Vouchers paid by credit card: \$7,000.86. Solid Waste Vouchers paid by check: \$7,210.92. Solid Waste Vouchers paid by credit card: \$336.25. 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 Bruce Heidmann said he received a request to limit the amount of brine applied to STH “54” near the Apple Orchard located near Hillside. Commissioner Every has talked w/ the State regarding this request as the State has certain guidelines we need to follow.

Next Meeting Dates:

- ❖ Thurs., February 4th @ 8:45 AM
- ❖ Thurs., February 18th @ 8:45 AM
- ❖ Thurs., March 10th @ 8:45 AM
- ❖ Wed., March 23rd @ 8:45 AM

Adjournment: Motion made to adjourn today’s meeting by Gary Paape. Second by Tom Romdenne. All in favor. Motion carried. Meeting adjourned at 11:22 AM.

Respectfully submitted:



 Jenny Salentine, Recording Secretary