

# Highway/Landfill Committee Minutes

**April 4, 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, Office Manager Mary O'Leary, Patrol Superintendent Joe Dax, and Recording Secretary Jenny Salentine. Guests at today's meeting included: Mark Banton, *Meigs*

**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 March 23<sup>rd</sup>, 2016 meeting. Second by Bruce Heidmann. Motion carried unanimously.

**Public Comments:** None

## **Reports:**

Patrol Superintendent Joe Dax had the following to report:

- ❖ We have been out on the roads a few times for snow & ice since our last committee meeting
- ❖ We've moved sand from our Main Shop to Outlining Shops in order to make room for salt storage
- ❖ Repairs @ the Hotmix Plant on the drum are ongoing
- ❖ Snow Fence has been removed & put away in storage
- ❖ We've been working on Guardrail Repairs from accidents over winter
- ❖ We've been patching roads for the following Towns: Ahnapee, Red River, & Lincoln
- ❖ Additional Town Work included fixing a boil in the road and tree cutting for Red River Town
- ❖ State Salt Shed ~ we've installed the guardrail supports per the request from the State
- ❖ We are currently tree cutting for the State on Hwy. 29
- ❖ MSHA Safety Training is complete for the year
- ❖ Shop Update ~ Normal Maintenance & Repairs on equipment. We will soon begin de-harnessing equipment
- ❖ The Landfill CAT dozer repairs are complete
- ❖ We've been hauling Leachate @ the Landfill

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

- ❖ Recent Billing Cycle ended March 19<sup>th</sup>
- ❖ Hand-Outs: Roads and Bridges Budget Report (January 1<sup>st</sup> – March 19<sup>th</sup> 2016)
- ❖ Tom Karman from Schenck will be at the Highway Dept. on April 21<sup>st</sup> & 22<sup>nd</sup> to work on the 2015 Year End Books

Commissioner Todd Every had the following to report:

- ❖ Highway Updates:
  - Proposals from Vendors were due Monday for materials. Commissioner Every is working to put information together into report form
  - Pulverizing & Milling Bids are due Friday, April 22<sup>nd</sup>, 2016
  - We received our CHIP agreement from the State for the project on CTH "D"
    - Other Towns / Cities also receiving CHIP money includes the City of Kewaunee, Town of Montpelier, and the Town of Pierce
  - Our salt purchase for next winter will be on the lighter side because of the amount of inventory we have left over from this year due to the mild winter
  - FYI: The STH "54" project in Brown County will begin mid-June
  - Hand-outs: County Roads & Bridges Revenue & Expenditures Report, February 2016, prepared by Paul Kunesh, Finance Director
- ❖ Solid Waste Updates:
  - CAT dozer repairs are complete, equipment is back @ the Landfill

- Hand-Outs:
  - Solid Waste Revenue & Expenditures Report, February 2016, prepared by Paul Kunesh, Finance Director
  - Tonnage & Charge Summary (by refuse) Jan. 1 – Mar. 31, 2016
  - Tonnage & Charge Summary (by hauler name) Mar. 1 – 31, 2016
  - Tonnage & Charge Summary (by refuse) Mar. 1 – 31, 2016
- Ayres Assoc. is working on submitting the annual report

Committee Member John Mastalir asked about an area of River Road where the road is breaking up ~ update on condition was given by Commissioner Every.

**Discuss 2016 Asphalt Oil and Emulsion Oil Bids:** The following bids were received:

<b>PG 58-28 Asphalt</b>	<i>Flint Hills Resources</i> =	<b>\$350.32 per ton</b>
	<i>Henry G. Meigs</i> =	<b>\$356.86 per ton</b>
<b>Emulsion Oil (HFRS-2)</b>	<i>Flint Hills Resources</i>	\$1.4329 per gallon (oil)
	Application Cost	<u>\$0.50 per gallon (Fahrner Asphalt)</u>
	<b>Total:</b>	<b>\$1.9329 per gallon</b>
	<i>Henry G. Meigs</i>	\$1.8778 per gallon (oil)
	Application Cost	<u>\$.012 per gallon (Meigs Advantage)</u>
	<b>Total:</b>	<b>\$1.9978 per gallon</b>

The following Motion was made by Bruce Heidmann: The Kewaunee County Hwy Dept committee accepts the proposal from *Flint Hills Resources* for HFRS-2 Emulsion oil and application costs for \$1.9329. We also accept the proposal from *Flint Hills Resources* for PG 58-28 asphalt for \$350.32 per ton. The committee also approves splitting the annual order of asphalt between the two vendors, with approximately 75% of the orders going to *Flint Hills Resources* and 25% going to *Henry G. Meigs, LLC* in order to allow more ordering flexibility for the County if *Henry G. Meigs, LLC* meets the low bidder's price. Second by Gary Paape. All in favor. Motion carried unanimously.

**Discuss Land Lease for Hot Mix Plant:** A draft copy of the Land Lease agreement was provided to all committee members. There is a minor change of land area. An area previously marked as 500 ft in each direction has now been lengthened to 625 ft in each direction. The lease agreement will cover 2017 – 2021. Motion to approve the land lease & move to obtain signatures by the parties involved made by John Mastalir. Second by Tom Romdenne. All in favor. Motion carried unanimously.

**Update on Highway Worker Employee Recruitment:** All 3 individuals have passed all pre-employment requirements and began work on Monday, April 4<sup>th</sup>. The new hires plus Commissioner Every will attend MSHA Safety Training on May 11<sup>th</sup> in Appleton. This training is provided by County Mutual Insurance.

**Approve & Sign Vouchers:** Highway Vouchers paid by check: \$9,674.39. Highway Vouchers paid by credit card: \$44,325.15. Solid Waste Vouchers paid by check: \$38,778.44. Solid Waste Vouchers paid by credit card: \$267.16. 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:** Committee Member Bruce Heidmann took a brief moment to state it's been a pleasure serving on the Highway Dept Committee and working with the Office Staff for all these years. He's proud of everyone's hard work, dedication, and accomplishments over the years. This will be Bruce's final Committee Meeting.

Chairman Kirchman asked for an update on the Stock Room Clerk Position. Commissioner Every stated as of now, the duties continue to be split/shared between the Office Manager, Shop Foreman, and the Fuel Manager. The

Commissioner & Office Manager plan to sit down and map out the process to see where improvements can be done moving forward and who will be perform the duties.

Committee Member Gary Paape asked about our ability to weld & fabricate repairs using the staff members we currently have. Short discussion followed.

**Next Meeting Dates:**

- ❖ May 4<sup>th</sup>, 2016, WCHA NE Region Mtg. – Fond du Lac

**Adjournment:** Motion made to adjourn today's meeting by Bruce Heidmann. Second by Gary Paape. All in favor. Motion carried. Meeting adjourned at 10:03 AM.

Respectfully submitted:

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Jenny Salentine, Recording Secretary