

# Highway/Landfill Committee Minutes

**July 14, 2016**

The Highway Committee meeting was called to order at 8:00 AM by Chairman Larry Kirchman. Members present included: Larry Kirchman, Gary Paape, Tom Romdenne, John Mastalir, and Pat Benes. Also present was Highway Commissioner Todd Every, Patrol Superintendent Joe Dax, and Recording Secretary Jenny Salentine.

**Adoption of Agenda & Approval of Minutes:** John Mastalir made a motion to adopt today's Agenda and approve the June 23<sup>rd</sup> Highway Committee minutes. Second by Gary Paape. Motion carried unanimously.

**Public Comments:** None

## **Reports:**

Patrol Superintendent Joe Dax had the following to report:

- ❖ State Roads:
  - Rented a milling machine to do DMA for STH "29"
  - Patches on bridge decks complete on both STH "42" & STH "54"
  - All ditch mowing on the state roads is complete
  - We have been doing some centerline painting as well
- ❖ County:
  - Crews have been crack-filling on the following County Roads: AB, N, G, B, S, & T
  - We have wedged CTH "K"
  - We've paved patches on CTH "C" & CTH "E"
  - Repairs to road and guardrail on CTH "AB" near Jahnke Rd. due to an accident
  - We have washed & sealed the bridge decks on CTH "U" & CTH "BB"
  - Ditch mowing is complete on county roads
- ❖ Town Work:
  - Paving Patches for the Towns of Ahnapee & Luxemburg
  - Ditch mowing is complete for round one
    - We cut 8 Townships, excluding the Town of Lincoln & Luxemburg
  - We will be doing work for WI DNR, they are in need of a trail to access the Pier to the Kewaunee River off Park Ln.
  - Hill Road has been pulverized in Montpelier Town
  - Upcoming Work Includes:
    - We'll be working @ the Landfill on reclamation of the borrow pit
    - Paving will start soon for the Towns of Montpelier & West Kewaunee plus CTH "D" and the City of Kewaunee
    - PBM crack filling for the State on STH "29"
    - Bridge Approaches on CTH H bridge and overlay from STH 54 to Northbrook Road
    -

Office Manager Mary O'Leary could not attend today's meeting, no report given

Commissioner Todd Every had the following to report:

- ❖ Highway
  - ✓ Hand-Outs:
    1. 2016 Equipment Auction Summary
    2. County Roads & Bridges Revenue & Expense Report, May 2016 (prepared by Paul Kunesh, Finance Director)
    3. Highway Internal Service Fund Revenue & Expense Report, may 2016 (prepared by Paul Kunesh, Finance Director)
  - ✓ CTH "H" Bridge Deck Replacement
  - ✓ We won't be doing any chip-sealing on County Roads this year.

- ✓ Next year's budget to include a 5 Year Capital Improvement Plan (outlay) for all items greater than \$1,000. We will be doing 3 plans: 1. Solid Waste 2. Highway – outlay (buildings & equipment) 3. Highway – Road Improvements
- ✓ 2013-2018 Local Bridge Program – Each of the bridges, CTH BB, CTH E, CTH, J, and CTH S are in preliminary design. Next steps are Public Involvement Meetings and preparation of the design report for the projects.
- ✓ Applications are due Friday, July 15<sup>th</sup> for the .5 FTE Administrative position. As of Monday, July 11<sup>th</sup>, no applications were received.
- ❖ Landfill:
  - ✓ Hand-Outs:
    - Account Aging Report – Receivables (6/6/16)
    - Account Aging Report – Receivables (7/7/16)
    - Tonnage and Charge Summary (by refuse) (6/1/2016 – 6/30/2016)
    - Tonnage and Charge Summary (by refuse) (1/1/16-6/30/16, 1/1/15-6/30/15, & 1/1/14-6/30/14 for comparison)
    - Solid Waste Fund Revenue & Expenditures, May 2016 (prepared by Paul Kunesh, Financial Director)
  - ✓ We are in the process of reclaiming the Borrow Pit
  - ✓ A draft letter has been prepared by Ayres for the DNR requesting approval of the next borrow site. This letter and the Initial Site Investigation (ISI) information will be forwarded to the DNR when complete.
  - ✓ Tonnage received @ the Landfill & Revenues are right on target where we thought we'd be mid year

**Discuss Village of Luxemburg Main Street Project Request:**

The Village of Luxemburg is planning a reconstruction project on Main Street (CTH “AB”) from Ash Street north to STH “54”. The project consists of sidewalk and curb replacement, storm sewer improvements, street lighting upgrades, installation of streetscaping features, and milling 3” and paving a new asphalt surface. Work is scheduled to begin in late July/August. Funding for the project is being provided from the Village’s Tax Increment Financing (TIF) district.

The Village is planning on paving all of the roadway within the project and is asking the County for “reimbursement” of the paving costs associated with the center 22’ of pavement. Whenever this type of work is completed, the 22’ is the County’s responsibility and if the roadway and improvements are wider, the costs are the local government’s responsibility.

Since this improvement is not on our current Highway Improvement Plan, the Village is requesting some type of agreement which will eventually “payback” the Village for the improvement. Staff has reviewed the project and the associated costs with replacing the 3” of pavement on the roadway. It is estimated the replacement of the pavement for the roadway (3,100’ x 22’) would take 1,265 tons of asphalt. The approximate cost of this improvement is approximately \$60,000 - \$80,000. It is proposed the County (Highway Dept.) would issue a credit for this amount to the Village. As the department performs services (winter maintenance, paving, maintenance, etc.) for the Village, costs would be deducted from the credit until the credit amount is used up.

Motion to approve the department credit concept and have staff work with the County Administrator, Corporation Counsel, and the Village of Luxemburg to develop an agreement which covers this project made by Gary Paape, second by John Mastalir. Motion also states, once the agreement is drafted, it will be presented to the Highway Committee at a future meeting for approval prior to recommendation to the full County Board. All in favor. Motion carried unanimously.

**Discuss City of Algoma request for sidewalk on CTH “S” Bridge Project:**

Commissioner Every presented the following hand-outs to all committee members:

- ❖ Plan & Profile View Drawings
- ❖ Proposed Bridge Alternative Drawing (3 options: 1. Sidewalk on both sides 2. Sidewalk on East side only 3. Sidewalk on West side only
- ❖ Proposed Improvement

No matter what design alternative the County decides to go, it's an 80% / 20% cost share. The less expensive alternative (\$1,245,000) is to have sidewalk on only one side of the bridge. The City of Algoma would like the new bridge to have sidewalk on both sides of the bridge. The estimated cost of this alternative is \$1,405,000. The project is scheduled for 2019.

Discussion centered around whether the County was going to pay for more than the minimum functional design of the new bridge.

Motion made requesting the City of Algoma to cover the additional local cost to install sidewalk on both sides of CTH "S" Bridge made by John Mastalir. Second by Pat Benes. All in favor. Motion carried unanimously.

**Discuss Town of Carlton Bridge Aid request for St. Peters Road Bridge:**

Replacement of the St. Peters Rd. Bridge over the East Twin Creek is a local bridge project in the 2013-2018 Local Bridge Program. Engineering design is being completed. The project is scheduled to be constructed in 2018. The existing bridge is 19.5 feet wide. Current design standards recommend a 24' wide bridge for the location. However, the Town of Carlton would like to widen the bridge to 28' to accommodate the increasing size of vehicles and agricultural equipment.

Federal funding will participate in a bridge width of 24' (80% paid by federal funds, 20% local funds). The additional 4' would be paid 100% locally. The added cost for the structure is estimated at 50' long x 4' wide x \$125/SF totaling \$25,000.00.

Financial Impact: First, the Town of Carlton is formally requesting County Bridge Aid for the project. Staff has been budgeting the county's share (10%) of the project for the past two years. These funds are being saved in the County Bridge Aid fund. Second, the Town is requesting the County participate with the additional costs to widen the bridge to 28'. Splitting the additional costs equally, the cost to the County could be approximately \$12,500 (\$25,000/2)

The committee discussed the request and agreed the County should not participate in costs above the functional Design Standards. The project is on schedule for 2018.

A motion made by Pat Benes approving the bridge aid request from the Town of Carlton for the 24' @ 10% of the project cost for the St. Peter's Rd. Bridge. Second by John Mastalir. All in favor. Motion carried unanimously.

Second motion made to deny the request from Town of Carlton for the County to participate in cost sharing for the additional 4' made by John Mastalir. Second by Tom Romdenne. All in favor. Motion carried unanimously.

**Discuss Budget Transfer Request for 2013 – 2018 Bridge program design costs:**

The County was approved for four bridge replacement projects in the 2013-2018 Local Bridge Program: CTH "BB" over the East Twin River, CTH "E" over the Ahnapee Trail, CTH "J" over Sandy Bay Creek, and CTH "S" over the Ahnapee River. Federal Funds pay for 80% of the project, the remaining 20% is paid by the local owner (County). In 2015, we selected the engineering firms for the design of the new bridges. Each of the projects are in various stages of the design process. The County is beginning to see invoices for our share of the design costs. Since the design costs are not in our annual budget, the Finance Dept recommends requesting a budget transfer so we can start accounting for these costs. The following is a summary of the estimated design costs and WISDOT Review fees associated with each bridge:

1. CTH "BB"	\$27,200.00
2. CTH "E"	\$11,034.00
3. CTH "J"	\$11,101.00
4. CTH "S"	\$27,704.00
Est. Total	\$75,039

Commissioner Every is suggesting a transfer of \$80,000.00 since these costs are only estimates and there more than likely will be slight increases in the costs during the design process. As discussed with the committee previously, the plan is to pay for all costs associated with the bridge projects from the Roads and Bridges Fund.

Motion made by Gary Paape: The Highway Committee recommends to the Finance Committee to amend the 2016 Budget, transferring \$80,000.00 to cover bridge design costs for the 2013-2018 Local Bridge Program. Second by Pat Benes. All in favor. Motion carried unanimously.

Approve & Sign Vouchers: Highway Vouchers paid by check: \$152,583.37. Highway Vouchers paid by credit card: \$4,938.72. Solid Waste Vouchers paid by check: \$93,405.46. Solid Waste Vouchers paid by credit card: \$204.77. Motion to approve vouchers as presented made by Tom Romdenne. Second by Gary Paape. All in favor. Motion carried unanimously.

Approve Travel Requests: WCHA-LDG Conference, Sept. 20-22 in Green Bay. Request for 2 employees to attend, no over-night stay needed. Motion to approve this travel request made by John Mastalir. Second by Tom Romdenne. All in favor. Motion carried unanimously.

Any other business as allowed by law: Gary Paape asked if the department was looking to purchase new trucks for winter. And if so, will we be sending specs out. Short discussion followed.

Pat Benes asked if the Committee was going to do anything about the "Jake Break" signs. Discussion following with concerns such as "If signs are put up, we have no way of enforcing it." "Do we want to consider an ordinance".

Next Meeting Dates:

- ❖ Thursday, August 4<sup>th</sup> @ 8:00 AM
- ❖ Thursday, August 18<sup>th</sup> @ 8:00 AM, including project tour
- ❖ Thursday, September 1<sup>st</sup> @ 8:45 AM
- ❖ Thursday, September 22<sup>nd</sup> @ 8:45 AM

Adjournment: Motion made to adjourn today's meeting by Tom Romdenne. Second by Pat Benes. All in favor. Motion carried. Meeting adjourned at 10:41 AM.

Respectfully submitted:

  
Jenny Salentine, Recording Secretary