

# Highway/Solid Waste Committee Minutes

**February 10, 2022**

The Highway Committee meeting was called to order at 7:00 AM by Chairman Gary Paape. All members were present.

Staff present: Highway Commissioner Todd Every, Patrol Superintendent Jesse Schley, and Shop Foreman Mike Lardo.

## **Adoption of Agenda:**

Tom Romdenne made a motion to adopt today's agenda. Second by Aaron Augustian. Motion carried unanimously.

## **Approval of Minutes:**

Tom Romdenne made a motion to adopt the minutes from the January 13<sup>th</sup>, 2022 meeting. Second by Aaron Augustian. Motion carried unanimously.

**Public Comments:** None

## **Reports:**

Patrol Superintendent Schley had the following to report for work being completed:

- Winter Maintenance as needed
- Making salt brine
- Hauling salt and sand/salt to outlying sheds
- Tree Cutting
- Hot Mix Plant Maintenance
- Guardrail Maintenance
- Building Maintenance
- Maintenance on summer equipment

Commissioner Every presented the following financial information:

- ✓ County Roads and Bridge Budget Report (January 1 thru January 22, 2022)

Commissioner Every had the following information to report:

The request to approve the purchase to a second Tri-axle chassis for 2024 is on the County Board agenda next week.

Preliminary estimates for 2021 equipment revenues/expenses indicate revenues of \$1,266,00 and expenses of \$1,007,000. Final numbers will be reported in the annual audit.

Staff is evaluating the requirements for the Bipartisan Infrastructure Law (BIL) to see if the county has any projects fitting the program. A webinar for the BIL presented by WISDOT on 2-10-22.

Ayres Associates is almost complete with the preparation of the Annual Report for the landfill.

A draft of a landfill engineering contract from Robert E. Lee & Associates was reviewed. Proposed costs are similar to the existing engineering contract. The approval of the contract will be placed on the next meeting agenda.

### **Review Bids for Pickup Truck Equipment**

#### **Background**

In December, we ordered three pickup truck chassis as part of our 2022 equipment replacement plan. These trucks haul staff, tools, and equipment to job sites for culvert replacements, guardrail installations and maintenance, bridge maintenance, crack filling, snow fence installation, garbage pickup, etc. We need to order the equipment to complete the fabrication of the trucks.

The F250 will be outfitted with two tool boxes, lift gate, Backrack, front and rear strobe lights, and wiring for top strobe lights.

The F350 will be outfitted with a steel shop body, lift gate, front and rear strobe lights, backup camera installation, and wiring for top strobe lights.

The F450 will be outfitted with dump body and lift gate, front and rear strobe lights, backup camera installation, and wiring for top strobe lights.

Staff worked with local vendors for equipment pricing for each truck.

#### **Financial Impact**

Attached is a summary of the bids.

<b>2022 Pickup Truck Equipment Bid Summary</b>				
	<b>Caspers Truck Equipment</b>	<b>Monroe Truck Equipment</b>	<b>Olson Body &amp; Trailer</b>	<b>Truck Equipment Inc.</b>
<b>F250 Equipment</b>	\$ 7,757.00	\$ 9,572.00	\$ 7,139.00	\$ 7,110.00
(2) 6' Aluminum Tool Box				
Lift Gate				
Backrack				
Strobe lights for grill and rear, and wiring for top strobes				
<b>F350 Equipment</b>	\$ 25,440.00	\$ 29,970.00	\$ 21,588.00	\$ 32,290.00
Steel Service Body				
Lift Gate				
Strobe lights for grill and rear, and wiring for top strobes				
Ladder Rack				
Install Backup camera				
Install Trailer Hitch/Wiring				
<b>F450 Equipment</b>				
9' Stainless Steel Dump Body	\$ 24,959.00	\$ 22,360.00	\$ 23,972.00	\$ 32,234.00
Lift Gate				
Trunnion Mounted Hoist				
Strobe lights for grill and rear, and wiring for top strobes				
Trailer Hitch/Wiring				

Funds to purchase the equipment for the pickup trucks are available from the Highway Department Internal Service Fund.

This equipment purchase is included in our Capital Purchase Program for 2022.

Motion by Aaron Augustian to approve the purchase of equipment to complete the fabrication for the new F250 from Truck Equipment, Inc. for \$7,110. Seconded by John Mastalir. Motion carried unanimously.

Motion by Joe Lukes to approve the purchase of equipment to complete the fabrication for the new F350 from Olson Body & Trailer for \$21,588. Seconded by Tom Romdenne. Motion carried unanimously.

Motion Tom Romdenne to approve the purchase of equipment to complete the fabrication for the new F450 from Caspers Truck Equipment for \$24,959. Seconded by Aaorn Augustian. Motion carried unanimously.

### **Review Equipment Auction List**

Staff has reviewed our fleet and determined the vehicles, equipment, and misc. tools to recommend liquidation through auction.

The list includes:

ITEM	UNIT #
1997 Ford Single Axle Truck, Falls Plow (728), Falls Wing (828), Henderson V-Box Spreader (928)	28, 728, 828, 928
2001 John Deere (1518) 2-Pan Ditch Mower	92M
1999 John Deere (1518) 3-Pan Ditch Mower	93M
1992 Trail King Trailer	100
1987 Galion Roller	157A
2004 GMC Pickup Truck w/ liftgate	170
1998 Chevrolet Pickup Truck w/shop body	175
2004 GMC Pickup Truck w/dump body	176
2015 GMC Sierra Pickup Truck	202
Snowmobile Trailer	117
Drill Press	
Heavy Duty Brake Lathe and tooling	
Sioux Valve Face Grinder Machine + tooling	
Sander w/dust collection system	
Drill Bit Sharpener	
Band Saw	

Motion by John Mastalir to liquidate the listed equipment. Seconded by Tom Romdenne. Motion carried unanimously.

### **Highway Department Policies**

Commissioner Every reviewed the draft of Kewaunee County Mailbox Policy. The policy includes the mailbox requirements for setback, height, support structure, and repairs/replacement during winter maintenance.

Motion by Tom Romdenne to approve the Kewaunee County Highway Department Mailbox Policy as presented. Seconded by Joe Lukes. Motion carried unanimously.

### **Highway Department Capital Improvement Plan**

Commissioner Every reviewed the 2023-2027 Capital Improvement Program (CIP) for the department. Annual revisions to the CIP were submitted to the Finance Department earlier this week.

### **Main Shop Upgrade Project:**

As discussed by the County Board at the January meeting, it was suggested staff and the Highway and Solid Waste Committee to revisit the studies to begin prioritizing improvement needs, narrowing down space requirements, and associated costs for upgrading the Highway Department main shop.

Commissioner Every contacted Barrientos Design and Consulting to prepare a scope of work for a contract to assist the county with preliminary design planning. As of the meeting, Barrientos had not forwarded the scope of work.

The committee discussed dedicating time at our next meeting for meeting with the consultant and discussing the scope of work for preliminary design. Commissioner Every will extend an invitation for the March 10<sup>th</sup> meeting.

**Any other business as allowed by law: None**

**Next Meeting Dates:**

- a. March 10<sup>th</sup> @ 7:00 AM
- b. April 14<sup>th</sup> @ 7:00 AM

**Adjournment:**

Motion by Aaron Augustian to adjourn the meeting at 9:30 AM. Seconded by Tom Romdenne.  
Motion carried unanimously.

Respectfully submitted: Todd Every, Highway Commissioner