

Highway/Solid Waste Committee Minutes

December 8, 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 Office Manager Mary Meyer

Adoption of Agenda and Approval of Minutes from November 10th, 2022:

Aaron Augustian made a motion to adopt today's agenda and approve the minutes from the November 10th, 2022. Second by Tom Romdenne. Motion carried unanimously.

Public Comments: Troy Robillard from Ayres attended the meeting. Troy reviewed the list of project Ayres helped complete in 2022 in Kewaunee County and engineering work anticipated in 2023 and 2024.

Reports:

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

- Moving equipment into winter storage
- Making salt brine
- Building maintenance
- Prepping winter maintenance equipment
- Calibrating salt and sand spreaders
- Snow fence installation
- Tarring/Chipping manholes, storm inlets, bridge approaches
- Pothole patching

Office Manager Mary Meyer presented the following financial information:

- ✓ Finance Department Report thru October 2022
- ✓ County Roads and Bridge Budget Report (January 1 thru November 26, 2022)

Commissioner Every presented the following to report:

Commissioner Every reviewed the details related to Patrol Superintendent Schley's accident on 11/19/22. We are waiting for a collision center to indicate if the pickup truck is worth fixing or if it will be totaled. Once we know the truck condition, then we can move forward with repairs or replacement.

Commissioner Every updated the committee on our Highway Worker recruiting. Six applications were received. We interviewed two candidates. One job offer was presented to the qualified candidate.

We have been analyzing amount of leachate to be processed and which area of the landfill to take it out of. We are limited at this time by the City of Kewaunee WWTP and the loading issues caused at the treatment plant. After review of our current leachate processing, we will continue process 1-2 loads per week. This will result in processing about 350,000 gallons per year (5-year average) and staying within our budget.

Review CTH C STP Rural Project (CTH L – STH 29):

Nothing new on this project at this time.

Main Shop Upgrade Project:

Chairman Paape reported on the first meeting of the Main Shop Upgrade Committee on 11/11/22. The committee took a tour of the facility and discussed the project information completed to date.

The next meeting of the committee will be 2-3-23.

Employee Recruiting Issues:

Background

In 2022, the Highway Department has gone through the Highway Worker recruitment process several times. Counties are seeing a recruiting trends which may/will cause us to look at recruiting a little differently. Issues include; the number of applicants with related work experience, Commercial Driver's License (CDL) requirements, and wages.

Applicant Pool. Up until this time, we have been fortunate to be able to fill our positions with qualified employees. Over time, we have seen the number of applicants for our positions decrease. Also, we have seen the amount of applicant's experience related to our job duties decrease.

CDL Requirements. Currently, we require the applicant to have their CDL. Prior to February 2022, you could get your temporary CDL by taking a DMV test, gaining behind the wheel experience, and then completing a road test to get your regular CDL. Beginning in February 2022, CDL applicants are required to successfully complete Entry-Level Driver Training (ELDT) prior to being eligible for CDL skills testing. Entry Level Driver Training includes theory and behind-the-wheel instruction at a training provider/training entity listed on the Federal Motor Carrier Training Provider Registry. The cost for these courses range from \$2,000 to \$5,000.

Wages. Up until this time, we have been fortunate to be able to fill our positions with wages in our wage scale. This trend may or may not continue. The county may need to consider

completing a wage study, consider the results of the wage study, and consider how these items effect employee recruiting and retention.

The following are ideas the county can try in order to potentially increase the amount of candidates for Highway Worker positions:

1. Change our Highway Worker job description and job ads to indicate a CDL is preferred, not required. After changes, advertise for Highway Worker eligibility list with the new requirements.
2. If a qualified applicant does not have a CDL, the County would provide a mechanism (i.e. employee/employer contract) to allow the county to pay for the CDL training upfront, and then have the employee pay back the course tuition cost over time.
3. If a qualified applicant does not have a CDL, the County would provide CDL training at the County's expense with a commitment from the employee for a minimum amount of time contract. If the employee would leave employment with the county, they would be responsible for the prorated share of the costs associated with the CDL training.
4. Study the wage scale for Highway worker positions, make adjustments as necessary, to attract more applicants and retain current employees.

The committee had a lengthy discussion regarding the issues presented and recognized employee recruitment is challenging.

John Mastalir made a motion to change the Highway Worker job description to reflect a Commercial Driver's License (CDL) is a preferred job requirement. Also, request approval from the Executive Committee to create a mechanism (i.e. employee/employer contract) to allow the county to pay for the CDL training for potential employees, and forward the request to the Executive Committee. Seconded by Tom Romdenne. Motion carried unanimously.

Any other business as allowed by law: None

Next Meeting Dates:

- a. January 12th @ 7:00 AM
- b. February 9th @ 7:00 AM

Adjournment:

Motion by Joe Lukes to adjourn the meeting at 9:06 AM. Seconded by Aaron Augustian. Motion carried unanimously.

Respectfully submitted: Todd Every, Highway Commissioner