

Highway/Solid Waste Committee Minutes

January 13, 2022

The Highway Committee meeting was called to order at 7:03 AM by Chairman Gary Paape. All members were present.

Staff present: Highway Commissioner Todd Every and Office Manager Mary Meyer.

Adoption of Agenda:

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

Approval of Minutes:

John Mastalir made a motion to approve the minutes from the December 9th, 2021 meeting. Second by Tom Romdenne. Motion carried unanimously.

Public Comments: None

Reports:

Commissioner Every had the following to report for work being completed:

- Winter Maintenance as needed
- Making salt brine
- Hauling salt and sand/salt to outlying sheds
- Snow fence installation

Office Manager Meyer presented the following financial information:

- ✓ County Roads and Bridge Budget Report (January 1 thru December 31, 2021)

Andrea Schmidt started recently in the Account Clerk II position. Chris Lischka has moved into the Stockroom Clerk/ Fuel position. Training for the positions is going well.

Commissioner Every had the following information to report:

Chad Cochart started as a Highway Worker on 12/28. We have another Highway Worker job offer to another person on the Eligibility List.

Commissioner Every reviewed the final notice for the 2022 General Transportation Aids (GTA) from the Wisconsin Department of Transportation. The county will receive \$755,665 in 2022. This is a reduction in aids from 2021 (\$788,845). The main reason for the reduction is Six Year average cost calculation is a year of increased spending (2014) fell out of the calculation.

Ayres Associates was hired to provide volume calculations for our materials inventory in our pits. A drone and LIDAR technology are used to take aerial photos and collect data in order to calculate the amount of materials. The information provided will assist staff in performing the end of the year inventory for our annual audit.

Commissioner Every reviewed the list of projects that Local Road Improvement Program (LRIP) funding will be applied.

1. CHIP – Hot Mix asphalt purchase for CTH X resurfacing
2. CHIP-S – CTH E Bridge deck replacement
3. CHIP-D – Hot Mix purchase for CTH AB pavement replacement
4. CHIP-D – CTH KB Bridge Replacement
5. CHIP-D – CTH BB Bridge Surface Replacement

Ayres Associates has started the preparation of the Annual Report for the landfill.

2024 Tri Axle Truck Purchase:

Background

In December, staff requested proposals for the purchase of a new tri axle truck chassis. Three vendors submitted proposals for the chassis and extended warranty.

The lowest responsible proposal came from Truck Country of Wisconsin, Inc. for the 2023 Freightliner 114SD truck chassis. Prior to County Board approval, we were notified about parent company surcharges and lack of build slots in 2022 due to computer chip shortages. County Board approved the chassis order in December.

Pricing Information – 12/21/21 Purchase

\$120,750 (Chassis) 2023

\$ 2,950 (Extended Warranty)

\$123,700 Truck Purchase Total (Original Bid Recommendation)

\$ 2,000 (Model Year Change) 2024

\$ 2,900 (Daimler Surcharge)

\$128,600 TOTAL COST

This is a long lead time on chassis manufacturing. Staff has discussed securing another line slot for a future chassis. This would shorten delivery time for our next chassis, scheduled in 2024.

Staff contacted Truck Country to see if they would honor the current chassis pricing. Truck Country indicated they would honor the current pricing if another chassis was ordered in early 2022. Please see the attached email confirming the pricing.

As a reminder, according to the Truck Country, if computer chip production increases and are available, production rates may increase. If delivery takes place sooner and/or production year changes, final pricing could be reduced.

Financial Impact

Funds to purchase the truck chassis are/will be available from the Highway Department Internal Service Fund.

Total costs for the truck are not paid all in one payment. The truck chassis is paid for when the chassis is delivered. Truck Equipment costs are paid after the equipment is installed. The truck chassis warranties do not start until after the truck is complete and put into service.

John Mastalir made a motion to approve a second purchase of a 2024 Freightliner 114SD truck chassis and extended engine warranty from Truck Country of Wisconsin, Inc. for \$128,600 and to forward this information to the Finance Committee and County Board for approval. Seconded by Aaron Augustian. Motion carried unanimously.

Highway Department Policies

Commissioner Every reviewed the latest drafts of several Highway Department policies. Drafts policies include the Highway Department Internal Service Fund, Kewaunee County Winter Maintenance Guidelines, and Cost Sharing (Bridge Aid, Bridge and Road Construction, and Highway Maintenance).

Motion to approve the Highway Department policies for Highway Department Internal Service Fund, Kewaunee County Winter Maintenance Guidelines, and Cost Sharing (Bridge Aid, Bridge and Road Construction, and Highway Maintenance) as discussed and presented. Seconded by Joe Lukes. Motion carried unanimously.

Commissioner Every also presented a draft revision of the Utility Accommodation Policy. In the early 2000's the Wisconsin County Highway Association (WCHA) prepared this policy for counties to adopt in order to process construction/installation of utilities within highway right-of-way. Kewaunee County adopted the policy. Currently, the WCHA is completing a revision/update to the policy and it is anticipated to be approved by the WCHA this month. When complete, we will consider adopting the revised policy.

County Roads and Bridge Fund (Levy) Funding

The annual tax levy impact for the County Highways and Bridge construction and maintenance has remained the same over the last eight years. In the same time, the cost to construct and maintain the highways and bridges have increased significantly. Therefore, the county is still falling behind on maintaining improving the infrastructure.

Over the next several months, staff and the committee would like to gather and analyze available data regarding the condition of the roads and bridges, costs to maintain the existing infrastructure, costs to replace the infrastructure, community expectations, and budgeting opportunities and constraints.

Landfill Annual Engineering Contract:

As discussed in previous meetings, we will need to find a different engineer to work with us at the landfill. Ayres Associates has indicated they will no longer be performing engineering for landfills.

Commissioner Every has contacted another engineering firm to perform the engineering duties. We are waiting for a proposal to review.

Main Shop Upgrade Project:

The committee reviewed the project. Staff and the committee remain ready to move onto the next phases of the project as the county considers all capital improvement projects and possible funding sources.

Any other business as allowed by law: None

Next Meeting Dates:

- a. February 10th @ 7:00 AM
- b. March 3rd @ 7:00 AM

Adjournment:

Motion by Tom Romdenne to adjourn the meeting at 9:35 AM. Seconded by John Mastalir. Motion carried unanimously.

Respectfully submitted: Todd Every, Highway Commissioner