

Highway/Solid Waste Committee Minutes

June 24, 2021

The Highway Committee meeting was called to order at 7:00 AM by Chairman Gary Paape. Members present included Tom Romdenne, John Mastalir, and Joe Lukes. Aaron Augustain was absent. County Board Chairman Dan Olson also was present.

Staff present included Highway Commissioner Todd Every, Office Manager Mary Meyer, Finance Director Paul Kunesh, and Parks and Promotions Director Dave Myers.

Adoption of Agenda: Joe Lukes made a motion to adopt today's agenda. Second by John Mastalir. Motion carried unanimously.

Approval of Minutes: Joe Lukes made a motion to approve the minutes from the May 6th, 2021 meeting. Second by John Mastalir. Motion carried unanimously.

Public Comments: None

Reports:

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

- Culvert Replacements
- Pulverizing completed on CTH C, CTH S, and Ryan Radio Road
- Started Paving on CTH S on 6/22
- Ditch Mowing
- Centerline/Edge Line painting
- Replaced the Air Compressor at the Asphalt Plant
- Patching as needed
- Contracted crushing and screening is complete in the Quarry and Sipiorski Pit

Office Manager Mary Meyers presented the following financial information:

- ✓ Finance Department Reports thru May 2021
- ✓ County Roads and Bridge Budget Report (January 1 thru May 29, 2021)
- ✓ After review by the state, the approved rate for 2022 is 4.21% for Administrative Fees. Effective 5-30-21, the Fringe Benefit Rate is 67.04%, and 3.2% for the Small Tools Rate.

Commissioner Every had the following information to report:

Paving has been completed on the CTH AB/Main Street project in the Village of Luxemburg. Final material quantities are being verified. Once the material quantities are completed, we will figure out the cost distribution with the Village and submit our LRIP Project Reimbursement.

The CTH C Bridge Deck rehabilitation project on started on June 16th. Construction activities are scheduled to be completed in August. Lunda Construction is the contractor.

Commissioner Every has requested a proposal for the engineering costs to replacement the CTH E bridge deck (Kewaunee River). This project will be submitted as the county's Local Road Improvement Program (LRIP) CHIP-Discretionary project in the next cycle.

Highway Worker position interviews were completed the first week of June. Three people were placed on the Eligibility List for potential open position in the department.

Commissioner Every reviewed an item considered by the Traffic Safety Commission. There is concern for the higher speed limit on CTH S east of Lincoln to Euren. With the increased amount of traffic in the area, we are considering lowering the 55 MPH speed limit to 45 MPH. After review of this issue, the department will install signs lowering the speed limit in this area to 45 MPH.

Commissioner Every reviewed the latest update regarding the Hillside Shop Soil Contamination issue. After completing the monitoring well abandonment and submitting the associated documentation, the county received the final case closure approval and ongoing obligations for the site. In summary, as part of the continuing obligations the count will need to communicate with the DNR if any building expansions are planned or the drinking water well needs to be replaced.

Chairman Paape requested Commissioner Every prepare a parcel map of Red River Park. The Finance Committee had a discussion regarding ownership of the road into the park after approving the funding to fix the damage caused by ice fisherman to the park over winter. Discussion centered around who owns the road leading to the park from CTH DK. According to the land records, Kewaunee County owns the parcel of land including the park and the road accessing the park. However, this is not a County Highway or town road. Chairman Paape requested to place this item on the next committee meeting agenda for discussion.

Commissioner Every reported the WDNR recently completed its annual inspection of the landfill. No major items of concern were reported/observed and the closed landfill is license compliance. WDNR inspectors did suggest some minor maintenance to some stormwater drainage areas, tree cutting, and improving access to some of the monitoring well. Staff will be scheduled for the maintenance.

Annual leachate line cleaning is being scheduled for later this summer.

Review 2020 Highway Department Annual Audit:

Bryan Grunewald of Clifton Larsen Allen presented the findings of the annual Highway Department audit. The financial position of the Highway Department remains strong. Copies of the audit are available from the Highway Department.

County Highway C Curves Traffic Evaluation:

After discussing various proposed alternatives regarding this location, the committee has decided to request comments from the area residents regarding installation of mumble/ruble strips entering the curves from the north and south. Commissioner Every reviewed a draft of the information.

After discussion, the committee instructed staff to send out the information to the list of residents on the mailing list. Comments from the public will be taken until July 31st. This item will be discussed again at the August committee meeting.

Review Grounds Lease Agreement for the Hot Mix Plant:

Commissioner Every presented the draft of a new Grounds Lease Agreement for the Hot Mix Plant (2022-2026) with Glen and Kathy Smith. Similar terms from the last agreement were extended into this timeframe.

Motion by Tom Romdenne to recommend approval the land lease for the Hot Mix plant with Glen and Kathy Smith as presented. Second by John Mastalir. Motion carried unanimously.

Review Department Permit Fees:

Commissioner Every presented a summary of the Highway Department Permit Fee Schedule. After discussion, all agreed our fees are appropriate for our permits.

Motion by John Mastalir, to approve the Highway Department Fee Schedule as presented. Seconded by Tom Romdenne. Motion carried unanimously.

Main Shop Replacement / Upgrade Project:

The committee discussed the next steps of the process. The committee agreed information from the Phase II study should be forwarded to the County Board. The committee requested staff to prepare a summary of the project studies including specific building/site deficiencies and planning costs.

Commissioner Every will prepare a project summary document highlighting the Phase I and Phase II findings and recommendations. The committee would like to review a draft of the summary at the next meeting.

Town of Carlton Bridge Aid Request:

Commissioner Every presented a Bridge Aid Petition for the replacement of culverts on Town Hall Road in the Town of Carlton.

Motion made by Joe Lukes to approve the Town of Carlton – Town Hall Road Bridge Aid request in the amount of \$4,750 and to forward a resolution to the County Board for approval. Second by Tom Romdenne. Motion carried unanimously.

Any other business as allowed by law:

Chairman Paape reviewed a resident complaint regarding the speed of the truck traffic on CTH S between Algoma and CTH D. The resident is requesting a speed limit reduction in the area. Commissioner Every will coordinate this item and discuss it at the Traffic Safety Commission.

Next Meeting Dates:

- Thursday, July 8th @ 7:00 AM
- Thursday, August 12th @ 7:00 AM

Adjournment: Motion by Tom Romdenne to adjourn the meeting. Seconded by John Mastalir. Motion carried unanimously. Meeting adjourned at 9:20 AM.

Respectfully submitted:

Todd Every, Highway Commissioner