

Highway/Solid Waste Committee Minutes

March 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 and County Administrator Scott Feldt

Adoption of Agenda:

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

Approval of Minutes:

Aaron Augustian made a motion to adopt the minutes from the February 10, 2022 meeting. Second by Tom Romdenne. Motion carried unanimously.

Public Comments: None

Reports:

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

- Winter Maintenance as needed
- Opening culverts and drainage ways
- 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 February 19, 2022)

Commissioner Every had the following information to report:

Commissioner Every was contacted by the management team from WISDOT NE Region with a request to visit with the Highway and Solid Waste Committee. Due to the pandemic, it has been several years since the NE Region has made a visit. The committee instructed Commissioner Every to set up a date for the meeting.

The CTH E bridge deck replacement plans are complete and ready contract letting. As soon as the State/Municipal Agreement for the LRIP funds is received from the state, the project will be advertised for bids.

Plans are complete for the drainage improvements to the CTH M/Taft Lane intersection. Commissioner Every will review the project at the next committee meeting.

The equipment auction will be complete on March 18th.

The WCHA Summer Highway Conference is scheduled for June 7-9 at the Chula Vista Resort in WI Dells. Registration materials will be available soon.

The Town of Lincoln will be submitting a Bridge Aid Request for a culvert on Spruce Road. The request will be placed on the next meeting agenda.

Asphalt oil bids are due soon and will be considered at the next meeting.

Highway Worker position interviews are scheduled for the week of March 14.

Ayres Associates has completed the preparation of the 2021 Annual Report for the landfill.

Landfill Engineering Contract Proposal

As mentioned at a previous meeting, Ayres Associates will no longer be providing landfill engineering services. Since Robert E. Lee & Associates already provides some testing services at the landfill, Commissioner Every requested a proposal for all annual engineering services. Estimated costs are similar to the existing contract.

Joe Lukes made a motion to approve the Engineering Services Contract from Robert E. Lee & Associates for the Kewaunee Landfill for an estimated amount of \$29,260. Seconded by Tom Romdenne. Motion carried unanimously.

Highway Department Policies

The WCHA recently reviewed the Utility Accommodation Policy and passed its revisions at the 2022 Winter Highway Conference. At a previous committee meeting, Commissioner Every presented the updates. A previous version of the policy was previously adopted by the county and is used to track utilities installed in county highway right-of-way.

Motion by Aaron Augustian to adopt the January 2022 version of the WCHA Utility Accommodation Policy for use in tracking utilities seeking to occupy county highway right-of-way. Seconded by John Mastalir. Motion carried unanimously.

Bipartisan Infrastructure Law (BIL) Funding

Staff is evaluating the requirements for the Bipartisan Infrastructure Law (BIL) to see if the county has any projects fitting the program. Project Applications are due to WISDOT by June 1.

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.

Norman Barrientos of Barrientos Design and Consulting attended the meeting to review the project and discuss the next steps in the preliminary design planning. After the discussion with the committee, Mr. Barrientos will prepare a scope of work for a contract to continue preliminary design planning.

Any other business as allowed by law: None

Next Meeting Dates:

- a. April 14th @ 7:00 AM
- b. May 12th @ 7:00 AM

Adjournment:

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

Respectfully submitted: Todd Every, Highway Commissioner