

# Highway/Solid Waste Committee Minutes

November 11, 2021

The Highway Committee meeting was called to order at 7:00 AM by Chairman Gary Paape. Members present included Tom Romdenne, and John Mastalir. Joe Lukes and Aaron Augustain were excused.

Staff present: Highway Commissioner Todd Every.

## 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 October 7th, 2021 meeting. Second by Tom Romdenne. Motion carried unanimously.

Public Comments: None

## Reports:

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

- Fence to Fence ditch mowing on town roads is complete and working on the northern county highways
- Culvert replacements on CTH V and ditching
- Centerline and edge line painting is complete
- Preparing trucks for winter maintenance
- Crack filling town roads
- Pothole patching
- Brush cutting

Commissioner Every presented the following financial information:

- ✓ County Roads and Bridge Budget Report (January 1 thru October 16<sup>th</sup> 2021)
- ✓ Finance Department Report for the Highway Department thru September 30<sup>th</sup>

Commissioner Every had the following information to report:

Commissioner Every will be preparing the Winter On-Call Schedule and sending it out next week.

Several employees have announced they will be retiring in December or January. Commissioner Every will be working with Administrator Feldt to recruit new employees.

Our 2021 tri-axle truck chassis was delivered. It is now at Burke Equipment in que to get it equipment installed.

Patrol Superintendent Schley pickup truck arrived and is in service.

The flat bed body is being installed on the new signing/painting pickup. Delivery is expected soon.

Bids for our 2022 Tri-axle chassis purchase are due on December 1<sup>st</sup>. A summary and recommendation will be presented at our December meeting.

Last month at the Traffic Safety Commission there was a request to discuss the traffic concern from one of the farms in the area at the intersection of STH 29 and CTH AB. The commission requested WISDOT review the area for permitted accesses and accidents. Commissioner Every shared a response from our WISDOT representative;

*I did some follow up research regarding the intersection of WIS 29 / CTH AB. Both access points onto WIS 29 are permitted driveways, so the driveways are legal. Regarding the crashes, there have been 9 reportable crashes in the last 5 years. Out of the 9 reportable crashes, only 3 or 4 of them are 'intersection related' type of crashes. That number is not alarming at all. This intersection would not qualify for any type of safety improvements. WisDOT would not entertain a 4-way stop at this intersection as the disadvantages outweigh the advantages by far. It does not make engineering sense to make all of the WIS 29 traffic at an intersection where there is not a documented safety and/or operational issue.*

Staff has completed minor maintenance item on the equipment at the landfill.

Commissioner Every met with the DNR for our follow up inspection in October. All inspection items are in compliance at the landfill. The DNR requested to work with staff to clean up the gas, groundwater, and other monitoring point identifications and testing items.

Ayres Associates representatives notified the county that due to staffing recruitment issues, they are no longer trying to recruit Landfill Engineers. Therefore, their existing staff are moving away from providing services to landfills. We will have to start looking for an engineering firm to provide these services for our operations.

### **2022 State Highway Routine Maintenance Agreement (RMA):**

Commissioner Every presented WISDOT's 2022 Routine Maintenance Agreement for maintenance on the state highways within Kewaunee County. There was no change in the funding from 2021. 2022 RMA is \$424,300.

Motion by John Mastalir to approve Commissioner Every signing the 2022 RMA for State Highway maintenance in Kewaunee County. Seconded by Tom Romdenne. Motion carried unanimously.

### **2022 Pickup Truck Purchases**

#### **Background**

As part of the department's 2022 Capital Improvement Program, we have three pickup truck purchases scheduled. Planned purchases include one ¾-Ton truck, one ¾ ton cab and chassis, and one 1-Ton cab and chassis. Similar to the pickup trucks we have purchased in recent years, we are buying trucks to be as multi-functional as possible.

One truck (F250) will replace an aging crew truck (#180 – 2008 GMC 2500HD) with approximately 184,000 miles.

The second truck (F350 Cab/Chassis) will replace our utility truck (#173 – 1999 Ford) which is used for operations related to guardrail work and bridge repairs. Truck #173 has approximately 203,000 miles and the body/bed has rusted through. The new F350 chassis will be outfitted with a shop body to house operation related tools and equipment.

The third truck (F450 Cab/Chassis) will replace one of our other 1-ton trucks (#176 2004 GMC with 335,000 or #178 GMC Sierra with 273,000 miles. This chassis will be fitted with a dump body and liftgate for our operations.

Staff worked with Ewald Automotive Group to get state contract vendor pricing for each of the trucks. Staff has preferred to purchase Ford trucks due to the standard heavier suspensions, motors, and amount of space in the cab.

Detailed proposals are attached. 2022 pricing is available until 11/12/21. New model year (2023) will have a slight increase in pricing.

**Financial Impact**

2022 Ford F250 Super Duty Crew Cab	<b>\$37,393</b>
2022 Ford F350 Super Duty Crew Cab/chassis	<b>\$38,037</b>
2022 Ford F450 Super Duty Crew Cab/chassis	<b>\$42,576</b>

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

These purchases are included in our Capital Purchase Program for 2022.

Tom Romdenne made a motion to approve purchasing one F250 Super Duty Crew Cab truck chassis for **\$37,393**, one Ford F350 Super Duty Crew Cab truck cab/chassis for **\$38,037**, and one Ford F450 Super Duty Crew Cab truck cab/chassis for **\$42,576** from Ewald Automotive Group, secure the proposed pricing before 11/12/21, and forward this information to the Finance Committee for final approval and recommendation to the County Board. Seconded by John Mastalir. Motion carried unanimously.

**2022-2023 Local Road Improvement Program (LRIP) Projects:**

Commissioner Every reviewed the LRIP program funding coming to the county for the 2022-2023 program cycle. Funding includes approximately \$588,000 in CHI-D, \$575,000 in CHI-S, and \$100,000 in CHIP. Commissioner Every will be completing the application between now and January 15<sup>th</sup> using project from the Capital Improvement Program.

**Main Shop Upgrade Project:**

Discussion regarding any comments or questions received after the summary and report from Phase II of the project.

**Travel Request**

Commissioner Every requested permission to attend the WCHA Winter Highway Conference in WI Dells (January 17-19).

Motion by Tom Romdenne to approve travel and registration for Commissioner Every and any committee member to attend the WCHA Winter Highway Conference in WI Dells on January 17-19. Seconded by John Mastalir. Motion carried unanimously.

**Any other business as allowed by law:**

Commissioner Every presented a letter from Tom Vandennack, Chairman of the Kewaunee County Emergency Services Council (KCESC). The letter is the annual request to have Highway Department staff stationed at the four shops during significant weather events to assist with getting the emergency vehicles to the call locations.

Since the request originally was made in 2019, nothing has changed within the Highway Department to be able to accommodate this request.

The Highway Committee and staff feel the department is not currently staffed adequately to provide this service and then continue with its normal winter maintenance operations which would happen during these severe weather events. Our staff needs time off the highways and roads during these events.

After discussion, the committee recognized the need to be as responsive as possible within our services. Therefore, it is suggested the EMS, Fire Department, and First Responders contact Sheriff Dispatch as soon as possible, including on the way to the station to get their equipment, when they recognize the potential need for assistance from the Highway Department. The Highway Department costs associated with the response to get the emergency services to their call would be charged to the County Winter Maintenance account, unless notified by any of the agencies to invoice these services to the residents.

Motion by John Mastalir to respond to the request with a letter outlining the same operating procedure for highway department services. Seconded by Tom Romdenne. Motion carried unanimously.

**Next meeting dates:**

- a. December 9<sup>th</sup> @ 7:00 AM
- b. January 13<sup>th</sup> @ 7:00 AM

**Adjournment:**

Motion by Tom Romdenne to adjourn the meeting at 8:15 AM. Seconded by John Mastalir. Motion carried unanimously.

Respectfully submitted: Todd Every, Highway Commissioner