

# Highway/Solid Waste Committee Minutes

November 10<sup>th</sup>, 2022

The Highway Committee meeting was called to order at 7:05 AM by Chairman Gary Paape. Gary Paape, Tom Romdenne, John Mastalir, and Aaron Augustian were present. Joe Lukes was not present (excused).

Staff present: Highway Commissioner Todd Every

## Adoption of Agenda and Approval of Minutes from October 6, 2022:

Aaron Augustian made a motion to adopt today's agenda and approve the minutes from the October 6, 2022. Second by Tom Romdenne. Motion carried unanimously.

Public Comments: None

## Reports:

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

- Completed culvert pipe replacement and paving on STH 54/CTH K for WISDOT
- Finishing Center Line and Fog Line Painting
- Completed overlays at the Main Shop
- Prepping Winter Maintenance equipment
- Town Road Ditch cutting is complete. County mowing will be done on 11/10/22
- Ditch cleaning as time allows

Commissioner Every presented the following financial information:

- ✓ Finance Department Report thru September 2022
- ✓ County Roads and Bridge Budget Report (January 1 thru October 15, 2022)
- ✓ Inventory was completed last week. Drone survey of the pits was completed on 11/1.

Commissioner Every presented the following to report:

CTH E Bridge is complete and open. Guardrail installation will be completed soon.

Willow Drive (Town of Ahnapee) bridge replacement construction is complete. The bridge should be open to traffic on 11/10/22.

Applications for the Highway Worker vacancies (2) are due on 11/11/22. We will review the applications as soon as possible.

Leachate line televising was completed last week at the landfill. The contractor was also able to view the interior of the back leachate tank. No areas of leaks were found. We will be looking with the consultant to calculate the proper 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.

**Request from the Kewaunee County Emergency Services Council:**

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 the 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.

**2023 WISDOT Routine Maintenance Agreement (RMA):**

Commissioner Every presented WISDOT's 2023 Routine Maintenance Agreement for maintenance on the state highways within Kewaunee County. For 2023, there was an increase in the funding from 2022. 2023 RMA funding is \$467,100.

Motion by Aaron Augustian to approve Commissioner Every signing the 2023 RMA for State Highway maintenance in Kewaunee County. Seconded by Tom Romdenne. Motion carried unanimously.

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

Commissioner Every updated the committee on the status of the design of the project. Commissioner Every stated there will be a couple of small parcels of land needed for right-of-way due to the upgrades. Also, there will be several temporary and permanent easements needed. It is anticipated the right-of way and easement acquisition will take place in early 2023.

More information will be provided to the committee when it becomes available from the design engineer.

**Main Shop Upgrade Project:**

Chairman Paape reported on the Main Shop Upgrade Committee designated by the County Board will be meeting on 11/11/22.

**Any other business as allowed by law:** None

**Next Meeting Dates:**

- a. December 8<sup>th</sup> @ 7:00 AM
- b. January 12<sup>th</sup> @ 7:00 AM

**Travel Request – WCHA Professional Development and Leadership Conference – December 5-6, Wausau, WI**

The Commissioner and committee members were not interested in attending the conference.

**Adjournment:**

Motion by John Mastalir to adjourn the meeting at 7:45 AM. Seconded by Tom Romdenne. Motion carried unanimously.

Respectfully submitted: Todd Every, Highway Commissioner