

# Highway/Solid Waste Committee Minutes

September 16, 2021

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

Staff present included Highway Commissioner Todd Every, Patrol Superintendent Jesse Schley, and Office Manager Mary Meyer.

## Adoption of Agenda:

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

## Approval of Minutes:

Tom Romdenne made a motion to approve the minutes from the August 12<sup>th</sup>, 2021 meeting. Second by Aaron Augustine. Motion carried unanimously.

Public Comments: None

## Reports:

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

- Fence to Fence ditch mowing on town roads
- Red River Park road reconstruction
- Ditching
- Crack filling on County Highways
- Bridge Maintenance for towns and county
- Paved bridge approached on CTH C and Elm Road bridge
- Paved patches in Calumet County after culvert replacements
- Paved patches in the City of Kewaunee
- Centerline and edge line painting

Office Manager Mary Meyer presented the following financial information:

- ✓ County Roads and Bridge Budget Report (January 1 thru August 21st)
- ✓ Finance Department Reports thru August 31st

Commissioner Every had the following information to report:

Commissioner Every presented a draft of a letter regarding the committee's decision to install rumble/mumble strips entering the curves on CTH C. The letter will be sent to the residents on the project mailing list.

Commissioner Every handed copies of the County Highway Map with the PASER Rating for the highway pavement conditions. Discussion regarding the goal for the average PASER rating for the county should be. This item will be placed on a future agenda committee agenda.

We have completed the maintenance items at the landfill. Site mowing and weed whacking is complete. Washouts on the site have been filled and seeded. The DNR has scheduled a follow-up inspection of the landfill for October 15<sup>th</sup>. Based upon preliminary discussions, the DNR may change the inspection frequency to every other year.

### **2022 Highway Department and Solid Waste Department Budgets:**

#### **County Road and Bridge Fund**

##### **Revenues**

1. Please see the Revenue and Expenditure spreadsheet for a summary of the County Roads and Bridges Fund.
2. General property tax revenue requested is \$2,561,289 (same as 2021).
3. Fund Balance Transfer funding requested is \$140,000. This will be used to complete the CTH H overlay which did not get completed in 2021 due to increased cost in other projects
4. 2022 General Transportation Aids (GTA's) are estimated at the \$790,788 (2021 Final total). We have not received an estimate for 2022.

##### **Expenditures**

1. County Trunk Bridges includes funding for bridge maintenance, bridge inspections and Program Management.
2. County Trunk Construction is our annual paving program and construction projects. Please see the worksheet for a summary of the planned projects. These projects are subject to change based upon raw material costs and road conditions next year.
3. County General Maintenance include costs associated with ditching, crack filling, seal coating, roadside mowing, painting, and signing.
4. Winter Maintenance expenses are estimated at \$810,000. This is the average costs for the past five years.

#### **County Aid Bridges Fund**

Estimated revenue for the Bridge Aid Fund includes \$68,000 of Property Tax – Bridge Aid and \$6,200 of Fund Balance Transfer.

\$50,200 of expenses are budgeted for the Willow Drive bridge replacement project in the Town of Ahnapee. \$20,000 is designated for other Bridge Aid project.

Motion by Joe Lukes to submit the 2022 Highway Department Roads and Bridge Fund budget and Solid Waste budget as presented. Second by Aaron Augustine. Motion carried 4-0.

### **Highway Worker Step Increase Request:**

Commissioner Every reviewed the information regarding staff's request for a two step increase for four Highway Worker positions in the department. This information has been forwarded through the

Administrator's office and placed on the Executive Committee agenda next week. Commissioner Every wanted to inform the committee of the request and justification be for the meeting next week.

Discussion followed.

Joe Lukes made a motion to support staff's step increase for the four Highway Workers. Seconded by Aaron Augustine. Roll Call vote Paape – Nay, Romdenne Nay, Augustine – Yay, Lukes – Yay. Motion fails 2-2.

**Ditch Mower Purchase:**

Commissioner Every presented information regarding a recent purchase of a used 2019 John Deere M15 ditch mower. We have been looking for a replacement mower over the last year and is in our Capital Purchase program. Staff became aware of a used mower at a dealership in Illinois. After inspection of the mower, we purchased the mower as to not lose out on the deal. The purchase was made using the department credit card after verbal approval from the County Administrator and Committee Chairman.

Aaron Augustine made a motion to approve the purchase of the John Deere M15 ditch mower. Seconded by Tom Romdenne. Motion carried 4-0.

**Main Shop Replacement / Upgrade Project:**

Commissioner Every will be sending a copy of the project summary prepared to date and a copy of the Phase II report to the county board supervisors.

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

Commissioner Every requested approval to attend the Fall Commissioner's Training October 4-5 in Hayward WI.

Motion by Tom Romdenne to approve the travel request to the Fall Commissioner's training. Seconded by Gary Paape. Motion carried 4-0.

**Next meeting dates:**

- a. October 7<sup>th</sup> @ 7:00 AM (includes Road Tour)
- b. November 11<sup>th</sup> @ 7:00 AM

**Adjournment:**

Motion by Joe Lukes to adjourn the meeting at 9:00 AM. Seconded by Aaron Augustine. Motion carried unanimously.

Respectfully submitted: Todd Every, Highway Commissioner