

Highway/Landfill Committee Minutes

August 15th, 2019

The Highway Committee meeting was called to order at 7:00 AM by Chairman Paape. Members present included Gary Paape, John Mastalir, and Thomas Cretney. Committee members Tom Romdenne & Cory Cochart were excused. Also present was Highway Commissioner Todd Every, Patrol Superintendent Jesse Schley, and Recording Secretary Jenny Salentine. Guests at today's meeting included Chris Blazek, Will Dorsey, Brian Brock, & Al Rommel, all from WI-DOT NE Region.

Adoption of Agenda: John Mastalir made a motion to adopt today's Agenda. Second by Thomas Cretney. All in favor. Motion carried unanimously.

Approval of Minutes: Motion made by John Mastalir to approve the July 18th, 2019 Committee Meeting Minutes. Second by Thomas Cretney. All in favor. Motion carried unanimously.

Public Comments: None

Reports:

Patrol Superintendent Jesse Schley had the following to report:

- Bridge Maintenance (State DOT) is complete. We have also been assisting both Manitowoc & Door Counties w/ their bridge maintenance
- Door County purchased 3/8" chips from the Quarry for their asphalt mix
- Paving Update: Base Coat on CTH "F" is complete
- Ditching & Culvert work is needed on CTH "E" before paving can begin
- We plan to start chip sealing beginning August 26th
- Crews have been doing paver patches in towns & Kewaunee City
- Our center-lining crew has been doing work for Door County & the Villages of Howard and Suamico
- Our Fuel Tank replacements are going well
- Upcoming Work Includes:
 - State Projects
 - County E and FF Paving
 - Town Jobs (ditching, shouldering, & culverts)
 - 1 more round of ditch mowing to begin in a few weeks

Office Manager Mary Meyer was unable to attend today's meeting however Commissioner Every presented the following information on Mary's behalf:

- Hand-Outs:
 - ✓ Roads & Bridges Budget Report (January 1st thru July 27th, 2019)
 - ✓ Roads & Bridges Budgets Monthly Detail (June 30th thru July 27th, 2019)

Highway Commissioner Todd Every had the following to report:

- Handouts:
 - ✓ County Roads & Bridges Revenue & Expenditures Report, July 2019, Prepared by Kewaunee County's Finance Director Paul Kunesh
 - ✓ Highway Internal Service Fund, Revenue & Expenses Report, July 2019, Prepared by Kewaunee County's Finance Director Paul Kunesh
 - ✓ Solid Waste Fund, Revenue & Expenditures Report, July 2019, Prepared by Kewaunee County's Finance Director Paul Kunesh
- We anticipate two bridge aid requests at our September committee meeting
 - Town of Casco (Elm Rd.)
 - Town of Franklin (Old Settlers Rd.)
- Road Ratings (PASER) for all municipalities will be due December 2019
- Commissioner Every would like to purchase/provide safety shirts and sweatshirts, for staff to wear
- Solid Waste Update: Leachate lines televising and cleaning was completed in July

Review Preliminary Design Proposals for Main Shop Replacement / Upgrade Project: The committee reviewed the proposals received from five firms. The five firms include: Barrientos Design & Consulting, CBS Squared, Dimension IV, Keller Inc., and SEH. After review of the proposals and discussion, the committee decided to host interviews at our September Committee meeting with 3 firms. Motion to invite Barrientos Design & Consulting, CBS Squared, and Keller Inc. for interviews at our September 5th committee meeting made by John Mastalir. Second by Thomas Cretney. All in favor. Motion carried unanimously.

Review 2020 Solid Waste Operations Budget: Commissioner Every reviewed the Draft Copy of the Solid Waste Budget worksheet for 2020. Discussion followed. Commissioner Every will forward to the Finance Director as part of the 2020 budgeting process.

Review 2020 Highway Department Budget: Commissioner Every reviewed the draft of the budget. As requested by the County Administrator, the budget has the same tax levy impact as 2019. Commissioner Every also reviewed the County Roads and Bridge Fund Balance and possible uses of the fund balance for work in 2020 (handout). Commissioner Every suggested using a portion of the fund balance for additional paving next year. Discussion followed.

Motion to add \$300,000.00 to the 2020 Highway Department Budget from the Kewaunee County Roads & Bridge Fund Balance to be used for 2020 paving projects was made by Thomas Cretney. Second by John Mastalir. All in favor. Motion carried unanimously.

Commissioner Every will revise the budget to reflect the additional amount from the fund balance and forward to the Finance Director and Administrator for review.

WISDOT Staff Presentation: NE Region staff members were present to discuss various items with the committee. Topics discussed included the recently passed state budget, highway maintenance funding, winter maintenance, local program projects, and the most current 6-Year Plan. Projects discussed include a large culvert replacement on STH 42 near the wayside this fall, resurfacing of STH 42 from the south county line to Kewaunee in 2021, resurfacing of STH 42 from Kewaunee to the north county line in 2022, and resurfacing of STH 54 from Valley road to Algoma in 2025.

Travel Requests: One request presented today: Fall Commissioner Training in Minocqua, October 7-8 to include a 1 night stay. Motion to approve said travel request made by Thomas Cretney. Second by John Mastalir. All in favor. Motion carried unanimously.

Any other business as allowed by law: None

Next Meeting Dates:

- Thurs., September 5th @ 7:00 AM
- Thurs., October 10th @ 8:00 AM

Adjournment: Motion made to adjourn today's meeting by Thomas Cretney. Second by John Mastalir. All in favor. Motion carried. Meeting adjourned at 10:03 AM.

Respectfully submitted:

Jenny Salentine, Recording Secretary