

Highway/Solid Waste Committee Minutes

August 25, 2020

The Highway Committee meeting was called to order at 5:00 PM by Chairman Gary Paape. Members present included Tom Romdenne, John Mastalir, Aaron Augustian, and Joe Lukes.

Others present: Highway Commissioner Todd Every, County Administrator Scott Feldt, Norman Barrientos – Barrientos Design & Consulting

Adoption of Agenda: Aaron Augustine made a motion to adopt today's Agenda. Second by John Mastalir. Motion carried unanimously.

Approval of Minutes: Aaron Augustine made a motion to approve the minutes from the August 13th, 2020 meeting. Second by John Mastalir. Motion carried unanimously.

Public Comments: None

Main Shop Replacement / Upgrade Project: Norman Barrientos of Barrientos Design & Consulting attended the meeting to review the improvement recommendations (May 5th Report) with the new committee. The presentation included a review of the building deficiencies, comparison of existing space versus optimal space needs, recommended programming space for each building function, draft site layouts, and estimated costs.

The committee then began discussing the option to phasing improvements to the buildings/site based on safety and efficiency priorities. Barrientos Design & Consulting provided a proposed contract and scope of work for analyzing the phased approach for recommended improvements. Discussion followed regarding what the deliverables would be in the next study phase, current site and alternative site advantages and disadvantages, and other information (survey and geotechnical) needed for planning purposes.

The committee will keep this topic on the next meeting agenda.

CTH C Design Engineering Qualifications Review: Commissioner Every provided the qualification statements provided by the interested engineering firms. Commissioner Every also provided a criteria/scoring sheet to be used while reviewing the information. The committee agreed to review the information and return their scoring sheets to the Commissioner by September 1. Commissioner Every will summarize the scoring sheets prior to our next meeting. A review of the scoring and discussion will take place at the Sept. 3 meeting.

Any other business as allowed by law: None

Next Meeting Dates:

- Thursday, September 3rd @ 7:00 AM
- Thursday, October 8th @ 7:00 AM

Adjournment: Motion by John Mastalir to adjourn the meeting. Seconded by Joe Lukes. Motion carried unanimously. Meeting adjourned at 6:35 PM.

Respectfully submitted:

Todd Every, Highway Commissioner

Highway/Solid Waste Committee Minutes

August 13, 2020

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

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 July 9th, 2020 meeting. Second by Tom Romdenne. Motion carried unanimously.

Public Comments: None

Reports:

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

- Paved and shouldered CTH U, CTH E
- WISDOT Bridge Sealing – STH 42 Bridge over the Kewaunee River and Ahnapee Trail
- Center lining
- Culvert replacements - County, State and Town
- Grading as requested
- Ditch Cutting fence to fence on County Highways
- Hauling materials to the asphalt plant

Commissioner Every presented the latest financial report:

- Hand-Outs:
 - ✓ Roads & Bridges Budget Report (January 1st thru July 25, 2020)
 - ✓ Roads & Bridges Budgets Monthly Detail (January 1st thru July 25, 2020)

Commissioner Todd Every had the following to report:

- Hand out - latest edition of Finance Department Report through June 2020 for Highway and Solid Waste operation.
- CTH C Design Engineering qualifications will be due on July 30. Copies of the Qualification Statements were handed out to the committee. They will be review at the 8/25/2020 meeting.
- Hillside Shop Soil Contamination Consultant will be on site on 8/19/2020 to drill soil borings and install monitoring wells. We are on schedule with our project timeline.
- We are looking into the leachate levels within the landfill. Working with our engineer, we are establishing a benchmark to monitor the amount being generated and amount to haul out for processing.
- We also will need to do some ditching around the back leachate tank. It looks like we are getting storm water running into the leachate load out area.

Agreement for Asphalt Paving at Riverview Transfer Site: Commissioner Every presented a draft agreement between the County and Riverview Transfer Inc. for the Highway Department to perform a small paving project on the leased land. Riverview Transfer Inc. has requested to install pavement from the

entrance gate to the scale, an area approximately 195' x 15'. This will help keep the dust down and scale clean.

The approximate cost of the project is \$5,500. Corporation Counsel Wisnicky advised the Highway and Solid Waste Committee could approve the work and agreement.

Motion Tom Romdenne to approve the agreement for asphalt paving at the Riverview Transfer Inc. site and all costs be paid by Riverview Transfer Inc. Seconded by Aaron Augustine. Motion carried 4-0. John Mastalir abstained.

Right-of-Way at the CTH AB/K Intersection: As we discussed in June, we had an inquiry of our interest in acquiring a portion of land for Right-of-Way in the southwest portion of the intersection of CTH AB/K. Commissioner Every reviewed the potential costs associated the project – demolition, waste disposal, surveying. Commissioner Every recommends not pursuing this topic any further as its seems not cost effective. In the event the structure at the intersection is removed, we should gain improved vision at the corner with building permit setback requirements. The committee concurred with the recommendation.

2021 Highway Department Budget: Commissioner Every briefly review the methodology for preparing the annual budget. Drafts of the budget will be reviewed at upcoming meetings.

2021 Solid Waste Budget: Commissioner Every briefly review the methodology for preparing the annual budget. Drafts of the budget will be reviewed at upcoming meetings.

Tour Main Shop Complex: Commissioner Every provided a tour of the facility to the committee.

Main Shop Replacement / Upgrade Project: The committee will be meeting Barrientos Design and Consulting at the next meeting to review their report recommendations with the new committee and have a discussion regarding focusing on phased improvements to the building based on safety and efficiencies.

Any other business as allowed by law: None

Next Meeting Dates:

- Tuesday, August 25th @ 5:00 PM
- Thursday, September 3rd @ 7:00 AM
- Thursday, October 8th @ 7:00 AM

Adjournment: Motion by Joe Lukes to adjourn the meeting. Seconded by Tom Romdenne. Motion carried unanimously. Meeting adjourned at 9:10 AM.

Respectfully submitted:

Todd Every, Highway Commissioner