

Highway/Landfill Committee Minutes

February 7th, 2019

The Highway Committee meeting was called to order at 7:00 AM by Chairman Paape. Members present included: Gary Paape, Tom Romdenne, John Mastalir, Cory Cochart, and Thomas Cretney. Also present was Highway Commissioner Todd Every, and Office Manager Mary Meyer.

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

Public Comments: None

Reports:

Patrol Superintendent Jesse Schley was unable to attend today's meeting. Commissioner Every had the following to report on Jesse's behalf:

- Activities have been mostly winter maintenance
- Crews have been brushing on CTH "F" near the Main Shop & Bruemmer Park
- We have been opening up culverts as necessary due to weather (snow, rain, freezing, thawing, etc)
- Mechanics have been completing equipment maintenance as needed between storms

Office Manager Mary Meyer had the following to report:

- Hand-Outs:
 - Roads & Bridges Budget Report (January 1 - 26, 2019)
 - Roads & Bridges Budgets – Monthly Detail (January 1 – 26, 2019)

Highway Commissioner Todd Every had the following to report:

- Highway:
 - ✓ Handouts: County Roads & Bridges Revenue & Expenditures, December 2018, Prepared by Paul Kunesh, Finance Director
 - ✓ We are working on getting estimated costs associated with options for signing & lighting improvements for CTH "AB" / St. Paul's School Zone
 - ✓ We are working w/ Kewaunee City to determine shared costs on the CTH "E" / River Road project for summer 2019. Once costs are determined, an agreement will be brought to the committee for approval.
 - ✓ Additional State funding was approved for the CTH "S" bridge replacement project in Algoma City. Cost increases were due to excavation and construction technique for the south abutment. This project will be let by the State in February. Construction will start in July.
 - ✓ Additional funding has been requested for the CTH "E" bridge project. Although the bids came in lower than last summer's letting, costs are still slightly above the Engineer's Estimate at final submittal. Bid prices are trending up in the state lettings in the recent months.
- Solid Waste:
 - ✓ Handouts: Solid Waste Fund Revenue & Expenditures, Year End (2018), Prepared by Paul Kunesh, Finance Director

Review Recommendation for Fuel Storage Tank Replacements: Commissioner Every reviewed the summary for the replacement of our five (5) underground fuel storage tanks with above ground tanks at the outlying shops. Estimated costs for the project include work performed by a private contractor and Highway Dept. staff. A copy of the summary was provided to all committee members. Motion by John Mastalir to award the contract for fuel tank replacements at various Highway Dept. shops to *US Petroleum* for \$76,678.00 and recommend funds for this project and work performed by the Highway Dept. be transferred from the Road & Bridge Fund to the Highway Internal Service Fund. Second by Thomas Cretney. All in favor. Motion carried unanimously.

Discuss CTH "DK" Right-of-Way Purchase Request: *Cabinet Creations* approached the County about selling excess Right-of-Way along CTH "DK" in Dyckesville (see maps). Commissioner Every reviewed the location, Right-of-Way, drainage, etc. for the area. Commissioner Every indicated selling this land will not affect our roadway and indicated the County can sell the land. Motion by Cory Cochart to sell the excess Right-of-Way

along CTH "DK" to *Cabinet Creations* and forward the recommendation to the Finance & Public Property Committee for consideration. Second by Thomas Cretney. All in favor. Motion carried unanimously.

Discuss Landfill Enterprise Fund Closeout: Finance Director Paul Kunesh could not attend today's meeting due to the weather, and therefore Commissioner Every reviewed the preliminary close-out information prepared by the Finance Dept. Solid Waste Fund close-out items include:

- All remaining Solid Waste assets be transferred to General
- Any outstanding Solid Waste debt be transferred to the Debt Service Fund
- The Advance from the General Fund to the Solid Waste Fund be written off
- Keep \$100,000.00 in the Solid Waste Fund balance for contingencies and unknowns of Long Term Care
- Transfer from the General Fund to the Solid Waste Fund an amount of \$1,053,042.00 to account for the end of landfill operations

As a result of landfill operations ceasing in 2018, closure being completed in 2018, and the Long Term Care Period beginning in 2019, the 2019 budget should be adjusted to:

- Move rental revenue to the General Fund from the Solid Waste Fund (\$29,400.00)
- Move the debt service tax levy from the Solid Waste Fund to the Debt Service Fund (\$166,750.00)
- Leaving only landfill Long Term Care activity in the Solid Waste Fund (\$63,000.00 revenue & expense)

These are preliminary numbers for close-out. Finance Director, Paul Kunesh, will be at our next committee meeting to present the final numbers & recommendations.

Travel Requests: Spring Commissioner's Training, March 18-19 in Madison. Motion to approve said travel request made by Tom Romdenne. Second by John Mastalir. All in favor. Motion carried unanimously.

Any other business as allowed by law: None

Next Meeting Dates:

- Thurs., March 21st @ 8:00 AM
- Thurs, April 11th @ 8:00 AM

Adjournment: Motion made to adjourn today's meeting by Cory Cochart. Second by Tom Romdenne. All in favor. Motion carried. Meeting adjourned at 8:15 AM.

Respectfully submitted:

Todd Every, Highway Commissioner