

Highway/Landfill Committee Minutes

March 21st, 2019

The Highway Committee meeting was called to order at 8:00 AM by Chairman Paape. Members present included: Gary Paape, Tom Romdenne, John Mastalir, and Cory Cochart. Committee member Thomas Cretney was absent. Also present was Highway Commissioner Todd Every, Office Manager Mary Meyer, and recording secretary Jenny Salentine.

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

Approval of Minutes: Motion made by Cory Cochart to approve the January 10th & February 7th, 2019 Committee Meeting Minutes. Second by Tom Romdenne. 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:

- Most of our time has been spent either plowing snow, chasing water issues, and fixing washouts
- Our mechanics continue to repair equipment as needed
- Crews are starting to patch roads
- We had one location (CTH P just south of CTH X) where the road washed out from flooding during the recent thaw. We have reported 66 total washouts, water over the road, & areas of damaged shoulders following the recent flooding.
- Bridge where water came over the deck have been examined for damages as well

Office Manager Mary Meyer had the following to report:

- Schenk will be here to close-out our 2018 Financials on April 8th & 9th
- Hand-Outs:
 - Roads & Bridges Budget Report (January 1 – February 23, 2019)
 - Roads & Bridges Budgets – Monthly Detail (January 27 – February 23, 2019)

Highway Commissioner Todd Every had the following to report:

- Highway:
 - ✓ Handouts:
 - 2019 Capital Improvement Plan – Highway Enterprise Fund
 - 2019 Capital Improvement Plan – Highway Roads & Bridges
 - Roads & Bridges Revenue & Expenditures, February 2019, Prepared by Paul Kunesh, Finance Director
 - ✓ Commissioner Every provided committee members with a copy of the Transportation portion of the Wisconsin Governor's Budget
 - ✓ Commissioner Every is working with Tracy Nollenberg @ Emergency Management on costs associated w/ recent flood damages
 - ✓ CTH "F" Culvert Replacement Update: We are waiting for the DNR to review our application to replace the culverts
 - ✓ CTH "E" / River Rd. Project Update: Bids are due today for the City's project to replace the sewer, water, and storm sewer system from Miller Street to First Street. Once the City of Kewaunee awards the project and we know the unit costs, staff will prepare an agreement for the cost sharing on the project
 - ✓ Fuel Tank Replacement Update; Our contractor has submitted applications to the state for approval of the new tank locations. We are waiting for approvals
 - ✓ Looking ahead to our April meeting we will be taking proposals for asphalt oil, emulsion oil, and crushing and screening services
- Solid Waste:
 - ✓ Handouts:

- Solid Waste Fund Revenue & Expenditures, February 2019, Prepared by Paul Kunesh, Finance Director
- An informational sheet titled “Solid Waste Fund/Landfill recommendations to the County Board”. Document contains information from year end 2018 and 2019 budget.
- ✓ Ground Water monitoring well testing on-site was completed last week
- ✓ Next month, well test kits will be sent to neighboring property owners to test their private wells
- ✓ Ayres Associates is in the process of completing the 2018 Annual Report
- ✓ We received our Closed Landfill license from the DNR.

Review Highway & Solid Waste Committee Rules: The final draft copy written by County Administrator, Scott Feldt has provided to all committee members. Motion to approve the Highway & Solid Waste Committee Rules & Duties as published made by Tom Romdenne. Second by John Mastalir. All in favor. Motion carried unanimously.

Discuss Town of Carlton Bridge Aid Request: A bridge aid request has been received from the Town of Carlton to replace a culvert on Townhall Rd, just south of Honey Lane. The estimated project cost is \$15,000.00. The Town of Carlton is requesting bridge aid in the amount of \$7,500.00. Motion to approve the bridge aid request in the amount of \$7,500.00 made by Cory Cochart. Second by Tom Romdenne. All in favor. Motion carried unanimously.

Discuss Pickup Truck & Service Body Proposal and Pickup Truck & Dump Body Proposal: Commissioner Every presented the specifications & costs associated with the purchase of 2 pickup trucks (1 Ford F350 & 1 Ford F450), 1 service body, and 1 dump body. Truck prices were obtained using the State bid pricing. Trucks will be purchased from Ewald Automotive Group.

Prices for the preferred service body & the dump body were obtained from Casper’s Truck Equipment.

Motion made to approve purchasing one F350 Super Duty Crew Cab truck chassis for \$33,862 and one Ford F450 Super Duty Crew Cab truck chassis for \$47,824 from Ewald Automotive Group and to forward this information to the Finance Committee for approval and recommendation to the County Board by Tom Romdenne. Second by John Mastalir. All in favor. Motion carried unanimously.

Motion made to approve purchasing one Knapheide 6108J Service Body and one Henderson Mark III Dump Body, Western Snow Plow, and lift gate from Casper’s Truck Equipment and to forward this information to the Finance Committee for approval and recommendation to the County Board by John Mastalir. Second by Tom Romdenne. All in favor. Motion carried unanimously.

Discuss Truck Chassis/Tank Proposal: Commissioner Every presented information in regards to purchasing a truck chassis and a 3,300 gallon tank from OSCO Tank & Truck Sales to replace one of our salt brine trucks. Commissioner Every will bring back a recommendation at our next committee meeting after staff has had an opportunity to inspect the truck at OSCO Tank & Truck Sales. Item will be placed on our next meeting’s agenda.

Discuss Main Shop Replacement/Upgrade Projects: Commissioner Every gave a brief history of the construction of the Highway Department’s Main Shop. The main structure was built in 1935. An administrative addition was completed in 2006. Commissioner Every feels it’s time for the County to consider updating the Main Shop. Commissioner Every presented a draft Request For Proposals for preliminary design services. Preliminary design services would include review of our existing facilities, project space needs, recommendation for building upgrade or new structure, and cost estimates for alternatives. Discussion followed. The Committee also took a tour of the Main Shop and its outlying buildings.

Commissioner Every was instructed to revise the RFP to set a schedule with proposals for preliminary design services due in June 2019. Staff & the Committee will conduct interviews with select firms for the services later in the summer.

Commissioner Every will bring the final Request For Proposals back to the Committee in April.

Travel Requests: Summer Highway Conference in Wisc. Dells June 3-4-5 for the Highway Commissioner & any interested Highway Committee Members to attend. 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., April 11th @ 8:00 AM
- Thurs., May 2nd @ 8:00 AM

Adjournment: Motion made to adjourn today's meeting by Tom Romdenne. Second by Cory Cochart. All in favor. Motion carried. Meeting adjourned at 10:00 AM.

Respectfully submitted:

Jenny Salentine, Recording Secretary