

Highway/Landfill Committee Minutes

September 26, 2019

The Highway Committee meeting was called to order at 7:00 AM by Chairman Paape. Members present included Gary Paape, John Mastalir, Tom Romdenne and Thomas Cretney. Committee member Cory Cochart was not in attendance. Also present was Highway Commissioner Todd Every and Office Manager Mary Meyer.

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 September 5th, 2019 Committee Meeting minutes. Second by Thomas Cretney. All in favor. Motion carried unanimously.

Public Comments: None

Review Architectural Firm Proposals and Interviews for Preliminary Design Services for Main Shop Replacement / Upgrade Project: The committee interviewed three firms for the preliminary design services - Barrientos Design & Consulting, CBS Squared, and Keller Inc. Commissioner Every reviewed the information presented by the firms at the previous meeting.

Commissioner Every also reviewed the criteria used to score the firms after the interviews. Evaluation criteria included Project Requirement, Design Approach/Methodology, Key Personnel and Roles, Previous Experience, Resources and Abilities, and Responsiveness to Owners Concerns. A summary of the scoring was provided to the Committee. Discussion followed regarding the three firms.

Motion by Tom Romdenne to recommend hiring Barrientos Design and Consulting to perform the preliminary design services for the Main Shop Replacement/Upgrade Project. Seconded by Gary Paape. Roll Call Vote: Romdenne – Yes, Mastalir – No, Cretney – No, Paape – Yes. Motion fails.

Chairman Paape asked if there was a motion to hire CBS Squared for the preliminary design services. No motion made.

Motion by John Mastalir to recommend hiring Keller, Inc. to perform the preliminary design services for the Main Shop Replacement/Upgrade Project. Seconded by Tom Cretney. Roll Call Vote: Romdenne – No, Mastalir – Yes, Cretney – Yes, Paape – No. Motion fails.

Motion by John Mastalir to conduct a second interview with Barrientos Design and Consulting and Keller, Inc. at the October 10 meeting. Seconded by Tom Cretney. Motion carried 4-0.

Bridge Aid Resolution – Town of Casco – Elm Road Bridge Replacement: Commissioner Every presented a Bridge Aid request for a bridge replacement project on Elm Road in the Town of Casco. This project was approved in the 2017-2020 Local Bridge Program (80% Federal/State Funding, 20% Local Funding). The County is budgeting Bridge Aid for this project in 2019-2022. Motion by John Mastalir to approve the Bridge Aid resolution and forward to the County Board for approval. Seconded by Tom Romdenne. Motion carried 4-0.

Any other business as allowed by law: Bridge Aid Resolution – Town of Franklin – Old Settlers Road Bridge Replacement: Commissioner Every also presented a Bridge Aid request for a bridge replacement project on Old Settlers Road in the Town of Franklin. This project was approved in the 2017-2020 Local Bridge Program (80% Federal/State Funding, 20% Local Funding). The County is budgeting Bridge Aid for this project in 2019-2022. Motion by Tom Romdenne to approve the Bridge Aid resolution and forward to the County Board for approval. Seconded by Tom Cretney. Motion carried 4-0.

Next Meeting Dates:

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

Adjournment: Motion made to adjourn today's meeting by Tom Romdenne. Second by Thomas Cretney. All in favor. Motion carried. Meeting adjourned at 8:50 AM.

Respectfully submitted:

Todd Every

Highway/Landfill Committee Minutes

September 5, 2019

The Highway Committee meeting was called to order at 7:00 AM by Chairman Paape. Members present included Gary Paape, John Mastalir, Tom Romdenne and Thomas Cretney. Committee member Cory Cochart was excused. Also present was Highway Commissioner Todd Every and Office Manager Mary Meyer. Guests at today's meeting included representatives from Barrientos Design and Consulting, Ayres Associates, CBS Squared, and Keller Inc., and Mead & Hunt.

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

Approval of Minutes: Motion made by Tom Romdenne to approve the August 15th, 2019 Committee Meeting minutes. 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:

- Recent work activities:
 - ✓ Paving Update: Base Coat on CTH "FF" is complete. Surface will be paved next week
 - ✓ Chip sealing was completed last week on CTH "Q", CTH "G", CTH "H", CTH "S", CTH "SS", CTH "K", and CTH "KK"
 - ✓ Center-lining
 - ✓ Our Fuel Tank replacements are done in Algoma and Stangelville. We need to complete work at Hillside and plan paving around the tanks
 - ✓ Small Shouldering projects
 - ✓ Started fall ditch mowing

Office Manager Mary Meyer presented the latest financial report:

- Hand-Outs:
 - ✓ Roads & Bridges Budget Report (January 1st thru August 24th, 2019)
 - ✓ Roads & Bridges Budgets Monthly Detail (July 28th thru August 24th, 2019)

Highway Commissioner Todd Every had the following to report:

- Our new salt brine/water truck was delivered last week. It has been taken to the fabricator to have the piping and spray bars mounted.
- Updates on the CTH "E" and CTH "S" bridge replacement projects.
- We will be looking at the paving of the shop parking lots after the tank replacement projects. This will be a good time to replace the pavement in Algoma. It is severely deteriorating.
- Monthly air monitoring tests were completed at the landfill

Review 2020 Highway Department and Solid Waste Budget: Commissioner Every reviewed the draft of the budgets after the revisions suggested at the last meeting. Commissioner Every also reviewed the small changes to the budgets after meeting with the County Administrator and Finance Director. The additional \$300,000 Fund Balance was added to the Construction line item.

Motion to forward the 2020 budgets to the Finance Committee for consideration made by John Mastalir. Second by Tom Romdenne. All in favor. Motion carried unanimously.

Conduct Architectural Firm Interviews for Preliminary Design Services for Main Shop Replacement / Upgrade Project: The committee interviewed three firms for the preliminary design services - Barrientos Design & Consulting, CBS Squared, and Keller Inc. The committee will meet September 26th to review the proposals and interview information, rank the firms, and recommend a firm to work with on the project.

Travel Requests None

Any other business as allowed by law: None

Next Meeting Dates:

- Thurs., Sept. 26th @ 7:00 AM
- Thurs., October 10th @ 8:00 AM

Adjournment: Motion made to adjourn today's meeting by John Mastalir. Second by Thomas Cretney. All in favor. Motion carried. Meeting adjourned at 11:25 AM.

Respectfully submitted:

Todd Every