

# Highway/Solid Waste Committee Minutes

September 3, 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, Patrol Superintendent Jesse Schley, and Office Manager Mary Meyer

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

**Approval of Minutes:** Joe Lukes made a motion to approve the minutes from the August 25<sup>th</sup>, 2020 meeting. Second by Aaron Augustine. Motion carried unanimously.

**Public Comments:** None

## **Reports:**

Patrol Superintendent Schley had the following to report for work being completed:

- Paved and shouldered CTH E and CTH F
- Center lining
- Culvert replacements - County, State and Town
- Ditch Cutting - fence to fence on town roads and County Highways
- Poly jacking (raising concrete approaches) of bridge on STH 54 near the Hillside Shop is scheduled in the first week of October
- Currently planning the replacement of two large culverts on CTH V near Pine Grove Road. An eight-foot diameter and a nine-foot diameter pipe have failed. Work will begin in later October.

Office Manager Mary Meyer presented the latest financial report:

- Hand-Outs:
  - ✓ Roads & Bridges Budget Report (January 1<sup>st</sup> thru August 22, 2020)
  - ✓ Roads & Bridges Budgets Monthly Detail (January 1<sup>st</sup> thru August 22, 2020)

**2021 Highway Department Budget:** Commissioner Every summarized the draft of the 2021 Highway Department Budget for the County Road and Bridge Fund.

## **Revenues**

1. Please see the Revenue and Expenditure spreadsheet for a summary of the County Roads and Bridges Fund.
2. General property tax revenue requested is \$2,561,289 (same as 2020).
3. Fund Balance Transfer funding requested is \$400,000 (same as 2020). This total includes; the difference between last year's Winter Maintenance budget and the 5-Year average winter maintenance costs (\$70,000), additional funding for the paving/construction program (\$285,000), and potential costs for the CTH S bridge replacement project not invoiced in 2020 (\$45,000).
4. 2021 General Transportation Aids (GTA's) are estimated at the \$764,827. We saw an increase in GTA's in 2020 from additional state revenue being allocated in the state budget.

## **Expenditures**

1. County Trunk Bridges includes funding for bridge maintenance, bridge inspections and Program Management, and potential CTH S bridge costs carried over from 2020.
2. County Trunk Construction is our annual paving program and construction projects. Please see the worksheet for a summary of the planned projects. These projects are subject to change based upon raw material costs and road conditions next year.
3. Winter Maintenance expenses are estimated at \$810,000. This is the average costs for the past five years.
4. County General Maintenance include costs associated with ditching, crack filling, seal coating, roadside mowing, painting, and signing.

## **County Aid Bridges Fund**

Estimated revenue for the Bridge Aid Fund includes \$138,800 of Property Tax – Bridge Aid and \$15,620 of Fund Balance Transfer.

\$154,500 of expenses are budgeted for annual bridge aid projects in the Towns - \$80,000 annual aid expenses, \$34,000 on Old Settlers Road Bridge, and \$40,500 for the Elm Road bridge replacement projects.

Motion by John Mastalir to submit the 2021 Highway Department Roads and Bridge Fund budget as presented. Second by Joe Lukes. Motion carried 5-0.

**2021 Solid Waste Budget:** Commissioner Every summarized the draft of the 2021 Solid Waste Budget. Revenues and expenses are related to the long term maintenance of the capped landfill.

Motion by John Mastalir to submit the 2021 Solid Waste budget as presented. Second by Aaron Augustine. Motion carried 5-0.

**Town of West Kewaunee Apple Lane Bridge Aid Request:** Commissioner Every presented a Bridge Aid Petition for the replacement of a 36” culvert on Apple Lane.

Motion made by Tom Romdenne to approve the Town of West Kewaunee – Apple Lane bridge aid request in the amount of \$5,500.00. Second by John Mastalir. All in favor. Motion carried unanimously.

**CTH C Design Engineering Qualifications Review:** Commissioner Every collected the scoring sheets from the committee prior to the meeting. A summary of the scoring sheets was presented for discussion. Discussion of the review criteria, scores, and average scores took place.

Motion by Aaron Augustine for the ranking of design firms for the project to be 1 – Ayres, 2-Robert E. Lee, 3- Omni Associates, 4-GRAEF, and 5-JT Engineering, and to pass this information onto WISDOT. Seconded by Joe Lukes. Motion carried 5-0.

## **Review Engineering Proposal for raising CTH E near the Kewaunee River:**

CTH E between the Ahnapee State Trail bridge and the Kewaunee River bridge has had water over the pavement since this spring. The highway has been closed to thru traffic since May.

The Kewaunee River has risen the last few years due to rainfall, snow melt, and rising Lake Michigan levels.

The obvious fix to the issue is to raise the grade of the road high enough not to allow water onto the roadway and install culverts to allow water to equalize between the two sides of the highway. However, in order to complete this task, we need to analyze some data in order to determine the impacts to the land, water, and bridge adjacent to the highway.

Commissioner Every met with engineers from Ayres about the improvement alternatives. Ayres has provided a Scope of Work for a two phased approach to solve the flooding issue. Phase 1 would be surveying of the area, Hydraulic and Hydrology analysis and modeling, and alternative development to raise the grade. Once an alternative is selected, Phase 2 would involve the engineering design and permitting (state and federal agencies) for the project.

Motion by Tom Romdenne to hire Ayres to provide engineering design for raising the grade of CTH E near the Kewaunee River for the amount not to exceed \$28,300. Seconded by John Mastalir. Motion carried 5-0.

**Main Shop Replacement / Upgrade Project:** The committee discussion focused on not knowing the soil conditions and geotechnical information regarding our existing site, whether or not the site is buildable for new or remodeled buildings and storm water processing. The committee would like to get this data and information before moving any further into planning. Commissioner Every will seek a proposal from the architect and engineer to gather and evaluate this information.

**Any other business as allowed by law:**

Commissioner Every requested permission to attend the Fall Highway Commissioner's Training in Eau Claire, October 26-28.

Motion by Tom Romdenne to approve Commissioner Every's registration for the Fall Commissioner's Training in Eau Claire, October 26-28. Seconded by Aaron Augustine. Motion carried 5-0.

**Next Meeting Dates:**

- Thursday, October 8th @ 7:00 AM
- Thursday, November 12<sup>th</sup> @ 7:00 AM

**Adjournment:** Motion by Joe Lukes to adjourn the meeting. Seconded by Tom Romdenne. Motion carried unanimously. Meeting adjourned at 9:00 AM.

Respectfully submitted:

Todd Every, Highway Commissioner