

Highway and Solid Waste Committee Minutes – September 5, 2013

Today's meeting was called to order at 8:45 A.M. by Highway Committee Chairman Bruce Heidmann. All members present: Larry Kirchman, Brian Papham, Brian Dax, and Linda Sinkula. Also present: Highway Commissioner Dale Jandrain, Patrol Superintendent Leonard LeGrave, Shop Superintendent Jim Fencl, Office Manager Mary O'Leary, and Recording Secretary Lois Schultz.

Guests at Today's Meeting

Ron Heuer, Co. Board member
Lester Schlies, Highway Dept. employee

A motion was made by Brian Dax to adopt today's agenda and approved the minutes, second by Brian Papham. All in favor, motion carried unanimously.

Public comments

No comments today.

Reports:

Office Manager, Mary O'Leary

Mary reported that she is working on her journal entry and will have her report ready for the next Highway Committee meeting on September 19th.

Mary also stated she is working on setting up an Internal Fund budget.

The Committee thanked Mary for her report.

Patrol Superintendent, Leonard LeGrave

Leonard's report included:

- Work on Co. "G" has been completed
- Crew is hotmix patching various county roads
- Did shouldering in Montpelier Town
- Hauling hotmix material to Hotmix Plant
- Ditching done in Luxemburg Town and Montpelier Town
- Steady work continues at the Landfill
- Centerlining done in Manitowoc County
- Paving to do at Ryan Park and Sheas Lake, Luxemburg Village, and West Kewaunee Townhall
- Shouldering to do in Town of Gibson, Manitowoc County
- Centerlining to do on State roads in Door County and Kewaunee County
- Grass cutting to do in West Kewaunee Town

The Committee thanked Leonard for his report.

Shop Superintendent, Jim Fencil

Jim's report included:

- Fuel system repairs were needed to the vapor recovery system
- Walls in containment area need to be repaired
- Not much progress in radios since the last meeting
- 3 single axle trucks (#27, #28, and #29) that we use for snowplowing, two of which are used every day) are in bad shape and is something to think about for future equipment needs
- Will be attending the Wisconsin County Highway Association Leadership Development conference in Eau Claire - September 17 - September 19, 2013.

Discussion followed regarding the fuel system Tom Kruse proposed at earlier meetings. The bids are in, but no action was taken. All were in agreement that all county vehicles should fill up at the Main Shop.

Questions for Jim and discussion followed.

The Committee thanked Jim for his report.

Highway Commissioner, Dale Jandrain

Dale's report included:

- Kewaunee County will receive \$292,500.00 in Chip "D" money - to be used on Co. "S", north of Algoma
- The DNR won't allow the flooding of cell #10 to prevent freezing, as this has never been done. The clay liner needs to be insulated and the DNR won't allow that much liquid on the liner. The best accepted solution by the DNR is to cover with garbage.
- Cement work and pump installations to be done at the Landfill were discussed

Some discussion of various items and the Committee thanked Dale for his report.

Review and approve Highway Budget

The Commissioner stated that County Administrator, Ed Dorner, recommended using last year's totals for completing budgets.

Dale walked the Committee through the Highway Budget and answered questions from the Committee.

The budget for the Highway Department is \$3,600,084.

A motion was made by Larry Kirchman to adopt this budget as presented and forward to County Administrator Ed Dorner for approval, second by Brian Paplham. All in favor, motion carried unanimously.

Review and approve Landfill Budget

The Commissioner stated this budget is very close to last year's budget and again walked the Committee through each item and answered any questions. Discussion followed.

Total Solid Waste budget is \$1,152,732.00. A motion was made by Brian Dax, second by Brian Paplham To adopt this budget as presented and forward to Ed Dorner, County Administrator, for approval. All in favor, motion carried unanimously.

Consider amendment - Committee Rules

The Committee feels no action was needed and all agreed.

Approve Travel Requests:

3 travel requests:

1. Request for Jim Fencl, Joe Dax, and Kurt Burmeister to attend "Wisconsin County Highway Association Leadership Development Conference & Expo" at the Eau Claire Plaza Hotel - September 17 - September 19, 2013.
2. Request for Mary O'Leary, Julie Repitz, Jim Fencl, and Tom Kruse to attend "2013 CHEMS Users Group Training" at the Green Bay Best Western Inn & Conference Center October 17 - October 18, 2013.
3. Request for Dale Jandrain to attend "2013 Commissioner's Fall Training Conference" at the Best Western Premier Waterfront Hotel & Convention Center in Appleton - October 21 - October 22, 2013.

A motion was made by Linda Sinkula to approve the three travel requests, second by Brian Paplham. All in favor, motion carried unanimously.

Approve and sign Solid Waste vouchers

Invoices paid with checks: \$79,042.98

Invoices paid with credit card: \$ 4,768.49

A motion to approve vouchers for payment was made by Linda Sinkula, second by Brian Paplham. All in favor, motion carried unanimously.

Any other business as allowed by law

No other business.

Tour Construction Projects

No tour today

Next Meeting Dates

September 19, 2013 @ 8:45 a.m.

October 10, 2013 @ 8:45 a.m.

October 23, 2013 @ 8:45 a.m.

Adjournment

A motion to adjourn today's meeting was made by Linda Sinkula, second by Larry Kirchman. All in favor, motion carried. Meeting adjourned at 11:31 a.m.

Respectfully submitted:



Linda Sinkula, Secretary

Highway and Solid Waste Committee Minutes - September 19, 2013

Today's meeting was called to order at 8:45 A.M. by Highway Committee Chairman Bruce Heidmann. All members present: Larry Kirchman, Brian Paplham, Brian Dax, and Linda Sinkula. Also present: Highway Commissioner Dale Jandrain, Patrol Superintendent Leonard LeGrave, Office Manager Mary O'Leary, and Recording Secretary Lois Schultz.

Guests at Today's Meeting

Tom Kruse, County Highway Fuels Manager
Pat Benes

A motion was made by Brian Paplham to adopt today's agenda and approved the minutes, second by Brian Dax. All in favor, motion carried unanimously with the correction to item 11 on today's agenda - 2014 budget.

Public comments

No comments today.

Reports:

Office Manager, Mary O'Leary

- One handout from Mary: "2013 Roads and Bridges Budget Report - January 1 thru August 24, 2013". Mary answered questions from the committee regarding the budget report.
- Mary informed the Committee that she is still working on the Internal Fund Budget
- Mary stated that today is Lois Schultz's last meeting, as she is retiring next week. Training has started, as Jenny Salentine and Julie Repitz have each taken on Lois's divided up duties. The Department is losing a full-time person and the staff level has not changed. Mary commented that the Department will be very busy through this transition.

The Committee thanked Mary for her report.

Patrol Superintendent, Leonard LeGrave

Leonard's report included:

- Crews are working at the Landfill
- Crew doing bridge work - the State truck has been here this week
- Grass cutting continues in county and towns
- Crew doing centerlining
- Paving to do at Ryan Park and West Kewaunee Town Townhall, and Luxemburg Village road
- Hauling crusher dust to be used for manufactured sand at the Hotmix Plant

The Committee thanked Leonard for his report.

Shop Superintendent, Jim Fencil

No report - Jim is at Foremen and Superintendent's Conference

Highway Commissioner, Dale Jandrain

Dale's report included:

- Update on snowplowing: Carlton, Franklin, and Ahnapee Towns will be going with a private contractor for snow removal.
- The committee directed the Commissioner to have Corporation Counsel, Jeff Wisnicky, write a letter for Committee approval stating the County Highway Department will be available to help out towns for emergency snow removal for fire and rescue services. Towns will be billed for this service as done in the past.
- Update on work at the Landfill

Discussion followed with questions for the Commissioner.

The Committee thanked Dale for his report.

Highway Committee Chairman, Bruce Heidmann:

Bruce attended a WCHA Board of Director meeting and reported:

- WCHA has memorandum of understanding which Wisconsin Road Builders has not signed
- DOT is looking at performance based maintenance rather than a time & material reimbursement
- In 2014 the state may approve additional grass cutting on state highways in comparison to what they approve now.

Consider fuel system upgrade:

Tom Kruse, Fuels Manager, presented the Committee with a handout that included the two fuel systems, cost savings to the county, and prices.

After the presentation and discussion, a motion was made by Larry Kirchman to approve the bid by Wolfe and Sons for \$42,700.00 and to forward a resolution to the County Board for the purchase and installation of the Ztec System. Second by Brian Dax. All in favor, motion carried unanimously.

Consider contract for erosion mat for landfill flumes

Three bids were received:

<i>Name</i>	<i>Bid Amount</i>
Geo-Synthetics, LLC	\$3,263.25
Ero-Tex	\$4,124.52
BW Supply	\$5,440.94

After some discussion, a motion was made by Linda Sinkula, second by Brian Papham, to accept the bid of \$3,263.25 by Geo-Synthetics, LLC.

All in favor, motion carried unanimously.

Consider petition for Bridge Aid for Red River Town:

Red River Town submitted a Petition for Bridge Aid in the amount of \$4,300.00 – county share of \$2,150.00 to replace a culvert on Rendezvous Road in 2014.

A motion to approve this petition was made by Linda Sinkula, second by Larry Kirchman. All in favor, motion carried unanimously.

2014 Budget Update

After meeting with County Administrator, the Commissioner stated that transportation aids are still unknown at this time and the Highway budget remains the same. There was a change in wage and social security accounts for Solid Waste which resulted in a net Solid Waste Budget increase of \$7,129.00.

Some discussion followed.

Approve any travel requests

No travel requests

Approve and sign Highway vouchers

Invoices paid with checks: \$33,940.83

Invoices paid with credit card: \$ 24,641.64

Brian Paplham made a motion to approve the invoices for payment, second by Brian Dax. All in favor, motion carried unanimously.

Any other business as allowed by law

No other business.

Tour Construction Projects

No tour today

Next Meeting Dates

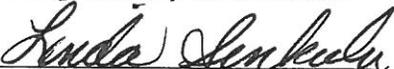
October 10, 2013 @ 8:45 a.m.

October 23, 2013 @ 8:45 a.m.

Adjournment

A motion to adjourn today's meeting was made by Linda Sinkula, second by Larry Kirchman. All in favor, motion carried. Meeting adjourned at 10:23 a.m.

Respectfully submitted:


Linda Sinkula, Secretary