

HIGHWAY COMMITTEE MEETING REPORT

DATE OF MEETING: Wednesday, December 9, 2015

COMMITTEE: Highway

CHAIRMAN: Michael P. Klimoski

MEMBERS PRESENT: Michael P. Klimoski, Richard Hurlbert, Arlene Bonacci, Jim Jansen and Pete Pennington.

MEMBERS ABSENT: None.

ALSO PRESENT: Commissioner Braun, Office Manager Wells, Shop Superintendant Moyle and Director of Facilities Maintenance Heuss.

The meeting was called to order by Chairman Klimoski at 7:30 a.m.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

APPROVE AGENDA/MINUTES:

Chairman Klimoski asked for additions to the agenda. There were none. Motion by Pennington, second by Hurlbert, to approve the agenda as presented. Motion carried. Motion by Bonacci, second by Pennington, to approve the minutes of the November 11, 2015 and November 18, 2015 meetings. Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS AND CONSIDERATION OF REQUESTS FOR ITEMS TO BE ADDED TO FUTURE MEETING AGENDAS:

There were no public comments.

DISCUSS MACHINERY, SHOP AND REPAIRS:

Report attached to these minutes.

DIRECTOR OF FACILITIES MAINTENANCE TO DISCUSS HIGHWAY ROOF REPLACEMENT ESTIMATES:

The roof on the truck storage building at the Highway Department is over 57 years old and has been leaking for some time. The leaks have caused multiple activations of the fire alarm system that must be responded to. Minimal maintenance patching of the roof has been performed throughout the years, but leaking continues. The Director of Facilities Maintenance has recommended re-roofing of the truck storage building at the Highway Department. CIP projects have been approved through 2020; he recommends replacement be prior to 5 years out and has received preliminary quotations and estimated the cost of either a membrane overlay with insulation or a replacement metal roof to be \$120,000. Langlade County Highway Department receives no Capital Improvement Project funding from the County for fixed asset replacement; funding for fixed asset replacement is through machinery revenues and/or depreciation reserves and capital building improvement items funded by the Highway Department result in a direct reduction of the funds available to purchase replacement Highway Department equipment. The project will be bid two ways: membrane overlay with insulation/replacement metal roof.

Motion by Pennington, second by Hurlbert, to forward a resolution to the County Board requesting \$120,000 be transferred from the General Fund to cover the cost of the roof replacement. Motion carried.

DISCUSS HIGHWAY OPERATIONS:

Report attached to these minutes.

J. W. MATTEK & SONS, INC. ANNUAL REQUEST FOR 2016 OVERWEIGHT SEED POTATO PERMIT:

This is an annual request. Motion by Pennington, second by Jansen, to approve the 2016 Overweight Seed Potato permit for J. W. Mattek and Sons, Inc., and send the required letter to the DOT. Motion carried.

REVIEW/APPROVE STATE TRAFFIC MAINTENANCE AGREEMENT (TMA) FOR 2016:

WI DOT has sent the 2016 Traffic Maintenance Agreement (TMA) for pavement marking of State highways in the amount of \$558,200. Motion by Jansen, second by Bonacci, to approve the 2016 Traffic Maintenance Agreement with the WIDOT and sign three copies of the agreement. Motion carried.

ESTABLISH/APPROVE 2016 ADMINISTRATIVE RATE(S):

For 2015, the Committee has established charging a 2-1/2% administration fee to all non-WIDOT customers. For 2016, the Committee had established that customers who do more than \$75,000 work with the Department in 2015 would remain at 2.5%; customers doing less than \$75,000 work with the Department in 2015 would have an increased rate. The WIDOT rate for 2016 is 4.38%.

After discussion, motion by Pennington, second by Hurlbert to establish the 2016 administrative fee for non-WIDOT customers who have not done \$75,000 work with the Department in 2015 at 3.5%; a one percent increase. This will continue to be reviewed annually. Motion carried, 4 ayes, one nay (Bonacci).

CONSIDER POSSIBLE EMPLOYEE TRANSFER TO STATE PATROLMAN POSITION:

The recent retirement of an employee has created an open State Patrolman position within the Department. Internal applications were accepted for this position; interviews of the interested employees were performed by the Commissioner and Assistant Commissioner, and they have selected Joseph Resch as the employee for transfer to this position. Mr. Resch is currently a Loader Operator. This will be a twenty five cent decrease in hourly wage rate on the matrix for Mr. Resch; the State Patrolman position offers more opportunity to earn overtime wages.

Motion by Hurlbert, second by Bonacci, to approve the transfer of Joseph Resch to the State Patrolman position, step 10 on the salary matrix, effective immediately (12/10/15).

AT APPROXIMATELY 8:15 A.M., CONSIDER MOVING INTO CLOSED SESSION PURSUANT TO WIS. STATS. SEC. 19.85 (1)(C) TO CONSIDER THE EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY TO COMPLETE THE ANNUAL PERFORMANCE EVALUATION OF THE COMMISSIONER:

Motion by Pennington , second by Jansen, to move into closed session at 8:40 a.m. By individual vote of the Committee; all ayes.

AT APPROXIMATELY 8:30 A.M., MOVE OUT OF CLOSED SESSION WITH POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION:

Motion by Pennington, second by Jansen, to move out of closed session at 8:55 a.m. Motion carried. Motion by Hurlbert, second by Pennington, to approve the Commissioner's evaluation and forward it to Human Resources. Motion carried. The Highway Commissioner received a favorable performance evaluation by the Committee.

ADJOURN MEETING:

Motion by Hurlbert, second by Pennington, to adjourn the meeting at 9:00 a.m. Motion carried.

Arlene Bonacci, Secretary

12/9/15 Report of Machinery, Shop, Repairs and Highway Operations

Machinery, Shop and Repairs:

#273 loader, remove lift cylinders to get rebuilt, New Holland loader

Rebuild ramps on low-boy trailer - #43

#88 Patrol truck transmission control replaced with unit from parts truck. Saved \$1,700.00

#260 dozer under carriage repairs underway. (front idler, track tensioner)

Engine control module replaced on #91 patrol truck, vacuum pump on #109 one ton truck

Repairs to #2 salt building, Wood storage shed, and machinery storage shed.

Changed salt brine tank pump, calibrating salt/brine systems on State trucks

#39 Cat grader, built new battery boxes

#275 loader, replace cutting edge, rear brake lines and brake components.

#117 pickup, rebuild rear differential.

Highway Operations:

Shouldering completed on STH 64 from STH 55 to east County line, CTH S from STH 47 to STH 64 and on CTH B near Springbrook Road where pavement was wedged to repair rutting.

Mowing operations completed on State Highway 45 from CTH B to north County line.

Skinner dam, DNR required inspection, has been received, approved and submitted.

Installed snow fence posts

Repaired riprap under three structures on CTH C (Lloyd Creek, McCloud Creek and Pratt Creek bridges)

Completed brushing for Towns of Neva and Polar. Crews brushing on CTH K and STH 45. Windfalls cleaned up throughout County.

State signing projects completed

Applications for STP bridge projects approved for CTH Y and Town of Vilas

Application for STP local road project, CTH B denied.

Contracted engineering firm is working on remaining CTH B plans to include/account for unsuitable soils and excess topsoil as encountered during construction of first segment.

New employee started Dec 7th.