

HIGHWAY COMMITTEE MEETING REPORT

DATE OF MEETING: Wednesday, February 10, 2016

COMMITTEE: Highway

CHAIRMAN: Michael P. Klimoski

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

MEMBERS ABSENT: Richard Hurlbert.

ALSO PRESENT: Commissioner Braun, Finance Director Olsen and Director of Facilities Management Heuss.

The meeting was called to order by Chairman Klimoski at 7:34 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 Jansen, to approve the agenda as presented. Motion carried. Motion by Bonacci, second by Jansen, to approve the minutes of the January 13, 2016 meeting. Motion carried. Motion by Pennington, second by Jansen, to excuse Supervisor Hurlbert. 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 THE ROLES OF THE HIGHWAY AND MAINTENANCE DEPARTMENTS REGARDING ROUTINE HIGHWAY BUILDING MAINTENANCE:

Huess and Olsen went over the proposed plan where the Highway Department will continue to perform janitorial and routine maintenance work on buildings and grounds; however, the Maintenance Department will be involved in projects that are larger in scope/beyond ability of Hwy. Dept. staff. Major renovations/repairs will be Maintenance Department CIP projects. The Maintenance Department had a \$30,000.00 carry forward from 2015 that will be utilized for non routine Highway building repairs.

Huess went on to discuss a Preliminary Draft Evaluation of Highway Department buildings which includes initial plans for renovations and a proposed addition. Discussion followed with questions asked about the cost of new construction or the purchase of other properties vs. renovation of existing facilities. Huess discussed the need to complete further evaluation of the existing facilities in order to determine costs for renovations. Huess explained that he had recommended to the Public Property Committee that Pearl Engineering be hired to conduct a HVAC and electrical study of the existing facilities. Public Property Committee directed Huess to address the Highway Committee and get their approval for the study. After discussion, motion by Pennington, second by Jansen, to approve to have an HVAC and electrical study done with the total not to exceed \$9,000.00. Motion carried. Olsen stated that there may be funding available for this from money left over from similar projects completed on other County facilities.

Huess will continue to work with Braun to determine the needs of the Highway Department and evaluate the costs to renovate/expand the existing facilities and report these findings back to the Highway Committee.

DISCUSS MACHINERY, SHOP AND REPAIRS:

Report is attached to these minutes.

DISCUSS HIGHWAY OPERATIONS:

Report is attached to these minutes. The January budget report was distributed.

RATIFY CHAIRMAN'S DECISION TO APPROVE JOB OFFERS TO INDIVIDUALS ON THE ELIGIBILITY LIST TO REPLACE EMPLOYEES WHO RETIRED 12/31/15 AND 1/29/16:

Motion by Pennington, second by Bonacci, to ratify the Chairman's decision to approve job offers to individuals on the eligibility list to replace employees who retired 12/31/15 and 1/29/16. Motion carried.

ADJOURN MEETING:

Motion by Bonacci, second by Pennington, to adjourn the meeting at 8:53 a.m. Motion carried.

Arlene Bonacci, Secretary

Machinery Shop and repairs:

#273 loader back together. Had removed lift cylinders to get rebuilt,(New Holland loader).

Truck #93 new turbo.

#161 removed transmission to replace with rebuilt unit was jumping out of gear.

#97 replacing underbody plow.

#272 loader rebuilt foot valve assy.

#43A Breaker rebuilding feeder floor.

#480 paint truck rebuild paint guns, heater, pumps.

#86 fix hydraulic pump.

#423 chipper new control cables.

#276 loader pm and replaced large hyd. Hoses.

Highway operations:

Windrows, plowing and maintaining to reduce drifting.

Snow plowing continuing.

Brushing completed on STH 52 working on County brushing.

Crusher/Asphalt plant permitting with DNR.

Soil borings completed on B Bridge, traffic control was provided by Hwy. Dept.