

HIGHWAY COMMITTEE MEETING REPORT

DATE OF MEETING: Wednesday, May 11, 2016

COMMITTEE: Highway

CHAIRMAN: Richard H. Hurlbert

MEMBERS PRESENT: Richard H. Hurlbert, Arlene Bonacci, Jim Jansen, Pete Pennington and Larry Poltrock.

MEMBERS ABSENT: None.

ALSO PRESENT: Commissioner Braun, Patrol Superintendent Thom, Facilities Management Director Heuss, Supervisor Novak and Troy Brown from Kretz Lumber Co., Inc.

The meeting was called to order by Chairman Hurlbert at 7:33 a.m.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

APPROVE AGENDA/MINUTES:

Chairman Hurlbert asked for additions to the agenda. There were none. Motion by Jansen, second by Pennington, to approve the amended agenda as presented. Motion carried. Motion by Jansen, second by Bonacci, to approve the minutes of the April 13, 2016 meeting. 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.

REVIEW/APPROVE RENEWAL OF KRETZ LUMBER CO., INC.'S RAW FOREST PRODUCT "MICHIGAN LOAD" PERMIT ON CTH "G":

Commissioner Braun reviewed with the Highway Committee the renewal of the 2014 "Michigan Load" permit for Kretz Lumber Co., Inc. on CTH "G". The initial permit approved on 12/11/13 stated the incorrect weight of 98,000 pounds/6 axles; the correct weight on the permit should have been 164,000 pounds/11 axles.

Ayres Associates has re-inspected CTH "G" and reports no damage has been done by the overweight loads. The Highway Committee would like CTH "G" inspected every two years to see if any damage has occurred by allowing Kretz Lumber Co., Inc. to haul overweight loads of raw forest products on CTH "G". The Committee questioned if Kretz Lumber Co., Inc. would be willing to pay for a portion of the inspection of CTH "G" every two years. Troy Brown, from Kretz Lumber Co., Inc. said he would talk with the Board from Kretz Lumber Co., Inc. and would come back to the June meeting with more information. Motion by Pennington, second by Poltrock, to allow Kretz Lumber Co., Inc. to operate under the current permit (as corrected) until the June meeting. Motion carried.

UPDATE ON HIGHWAY DEPARTMENT BUILDING STUDY:

Facilities Management Director Heuss provided an update on the Highway Department building study. One of the original proposals was to add on to the existing north equipment storage building. After reviewing this option, it has been determined that there is not sufficient space to construct an addition due to utilities and easements in this area of the Highway Department property. Discussion followed and it was determined that the focus should be on the construction of a new building, separate from existing facilities.

Huess reviewed a quote he received for the construction of a free standing building; cost estimated at \$660,000. The plan was distributed to the Committee and discussion followed with some of the main points being multiple overhead doors to allow access to equipment, dimensions unrestricted by existing buildings or roadway, and not having to update existing

structure to current codes . A potential location on the Highway Department property is south of the existing shop. Heuss stated that soil borings should be completed to help determine the best location.

Motion by Poltrock, second by Bonacci, to approve Heuss to have soil boring testing done. Motion carried. After discussion, it was agreed that a Building Study Committee should be formed between the Highway Committee and Public Property Committee.

DISCUSS MACHINERY, SHOP AND REPAIRS:

Report is attached to these minutes.

REVIEW/APPROVE QUOTATIONS FOR IRON AND STEEL:

<u>VENDOR</u>	<u>ORDER COMPLETE</u>	<u>PRICE</u>	<u>MASTERCARD ACCEPTED</u>	<u>MASTERCARD FEE</u>
O'Brien Steel Service Wausau, WI	Yes	\$2,756.76	Yes	No
Londerville Steel Enterprises Wausau, WI	Yes (with alternates)	\$2,763.99	Yes	No
Hitt Tractor Repair Antigo, WI	Yes	\$4,476.50	Yes	No

The Committee reviewed the quotations for iron and steel. Motion by Pennington, second by Jansen, to approve the low quote deemed most advantageous to Langlade County from Londerville Steel Enterprises for \$2,763.99. Motion carried. (Note: Upon order placement, Londerville Steel Enterprises matched the low quote of \$2,756.76).

DISCUSS HIGHWAY OPERATIONS:

Report is attached to these minutes. The April budget report was distributed – at the Committee’s request, future budget reports will be mailed with the agenda.

DISCUSS ATTENDANCE AT WCHA SUMMER HIGHWAY CONFERENCE JUNE 6-8, 2016 AND CONSIDER CHANGING THE 6/8/16 MEETING DATE:

Motion by Pennington, second by Bonacci, to approve Commissioner Braun and Chairman Hurlbert to attend the WCHA Summer Highway Conference on June 6-8, 2016 at the Chula Vista Resort in Wisconsin Dells. Motion carried. The June Highway Committee meeting will be rescheduled for Thursday, June 2, 2016. Commissioner Braun will check if the Forestry conference room is available that day.

REVIEW POSITION DESCRIPTIONS ON THE SALARY MATRIX AND CONSIDER COMBINING ALL EQUIPMENT OPERATORS INTO ONE POSITION DESCRIPTION OF “EQUIPMENT OPERATOR”:

In the past, the Highway Department has had operator position descriptions based upon the specific piece/type of equipment being operated (ex. Grader Operator, Loader Operator). Commissioner Braun would like to combine all equipment operator positions (except the Multi-Operator position) that are in the same Langlade County Salary Matrix range, into one position description of “Equipment Operator.” This would help promote diversity in operations by not limiting employees to a specific type of equipment. Commissioner Braun stated that he has contacted Gary Olsen of the Finance Department and RJ Weitz of Human Resources and both indicated their acceptance of the proposed changes and

confirmed that the Salary Matrix Committee would not need to address this as there will be no changes to matrix ranges for the affected employees. Motion by Bonacci, second by Poltrock, to approve combining all equipment operators into one position description of "Equipment Operator", with the exception of the Multi-Operator position. Motion carried.

CONSIDER PROMOTIONS OF: EMPLOYEE FROM CRUSHER OPERATOR TO EQUIPMENT OPERATOR, EFFECTIVE 5/22/16. (ELIMINATE CRUSHER OPERATOR POSITION FROM SALARY MATRIX) AND TWO (2) EMPLOYEES FROM STATE PATROLMAN TO EQUIPMENT OPERATOR, EFFECTIVE 5/22/16:

1) Motion by Bonacci, second by Poltrock, to approve the promotion of Matt Kakes from Crusher Operator to Equipment Operator effective 5/22/16 and eliminate the Crusher Operator position from the salary matrix. Motion carried.

2) Motion by Jansen, second by Bonacci, to approve the promotion of Jody Resch and Dennis Keen from State Patrolman to Equipment Operator, effective 5/22/16. Motion carried.

DISCUSS ESTABLISHING A NEW EMPLOYEE ELIGIBILITY LIST:

Commissioner Braun would like to advertise for employment to establish a new eligibility list to keep our minimal crew staffing level at 29 employees (in accordance with Resolution #38-2015). Motion by Pennington, second by Poltrock, to allow Commissioner Braun to advertise for employment to establish a new eligibility list. Motion carried.

REVIEW/APPROVE CAPITAL IMPROVEMENT PROJECTS (CIP) FOR 2017 – 2021 AND RANK 2017 PROJECTS:

Commissioner Braun reviewed the Capital Improvement Projects (CIP) for 2017-2021. The Highway Committee rated all programs and ranked the 2017 projects. Motion by Pennington, second by Poltrock, to forward the rating of the 2017-2021 CIP and the ranking of the 2017 projects to the Finance Department. Motion carried.

ADJOURN MEETING:

Motion by Bonacci, second by Poltrock, to adjourn the meeting at 9:17 a.m. Motion carried.

James Jansen, Secretary

MACHINERY, SHOP AND REPAIRS/HIGHWAY OPERATIONS REPORTS

Machinery, Shop and Repairs:

#89 patrol truck: performed accident damage repairs (reimbursed by insurance) on truck and wing, mounted broom, and fixed leaking fuel tank.

#274 loader: cut out bottom of bucket welded in new.

#39 grader: new alternator.

#350 grader: repaired starter, side shift cylinder.

#90 paint supply truck: engine, new head, turbo, camshaft, injectors, and radiator.

#160 dump truck: new air compressor.

#51 trailer: new brakes.

#54 paver: replaced screed and annual maintenance

Finished installation of hot mix plant transfer pump.

Ordered new metering pump for asphalt plant, old one making noise and parts not available.

Two of the new trucks are ready to be delivered, County truck (#27) has hitch to pull paver and will be placed into service immediately. The other State truck (#14) will not be in service until fall.

Highway Operations:

Pothole patching.

Installing/inspecting culvert pipes on roads scheduled for paving.

Line painting on County highways

Crack sealing County highways (Y, B, J, AA, I)

Crack sealing for Maintenance Dept at the Resource Center, Health Care Center, Fairgrounds and Sheriff's parking lot.

Providing estimates for projects.

Patrolling roads for Townships.

Stripped clay off of area to be crushed in Doucette pit.

Started crushing aggregate for asphalt plant.