

## HIGHWAY COMMITTEE MEETING REPORT

DATE OF MEETING: Wednesday, September 10, 2014

COMMITTEE: Highway

CHAIRMAN: William Bostwick

MEMBERS PRESENT: William Bostwick, Richard Hurlbert, Arlene Bonacci, Jim Jansen and Pete Pennington.

MEMBERS ABSENT: None.

ALSO PRESENT: Commissioner Rusch, Patrol Superintendent Washatko, Office Manager Wells and Corporation Counsel Stowe.

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

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.

### **APPROVE AGENDA/MINUTES:**

Chairman Bostwick asked for additions to the agenda. There were none. Motion by Hurlbert, second by Pennington, to approve the agenda as presented. Motion carried. Motion by Bonacci, second by Jansen, to approve the minutes of the August 13, 2014 meeting. Motion carried.

### **DISCUSS MACHINERY, SHOP AND REPAIRS:**

Routine maintenance continues in the shop as needed. Seasonal and preventative maintenance on plow trucks continue. The repair to the hydraulic system on plow truck #77 has been completed. We are repairing the main rails/box on plow truck #86 and replacing the engine on plow truck #97. Trucks #8 and #9 are at the vendor's shop for transfer of equipment to the new trucks. Duffek Sand and Gravel will be doing repairs to the concrete around the pit scale.

### **DISCUSS HIGHWAY OPERATIONS:**

Pavement marking and paving roads continue. Patching and brushing are being done as needed. Mowing on County and State roads is completed for the year. We have two more days of crushing at the Doucette pit and then will move the crushing operations to the White Lake pit. Several projects have been hampered by the rainy weather. Estimates have been submitted for several Town projects. We temporarily repaired a culvert washout on CTH "I" last week which was caused by heavy rain. The milling and paving project for DOT on STH "64" by Walmart is completed. The August budget report was distributed.

### **REVIEW OF CURRENT FEES AND CHARGES ESTABLISHED BY PRIOR HIGHWAY COMMITTEES:**

Discussion took place regarding the current fees and charges that were established by prior Highway Committees. Currently, Towns, Villages, Cities, Schools, County Departments and other customers (except the WI DOT) do not pay an administration fee on work the Highway Department performs for them. A phased-in fee would help recover costs for those services, yet have a gradual impact on customers' budgets, with future rates based on the volume of work done for the customer. Motion by Pennington, second by Bostwick, to charge a 2-1/2% administration fee to all non-WIDOT customers, effective January 1, 2015. For 2016, customers who do more than \$100,000 work with the Department in 2015 would remain at 2.5%; customers doing less than \$100,000 work with the Department in 2015 would have an increased rate, to be determined. After discussion, Pennington amended his motion to change the volume of work level to \$75,000.00, seconded by Bostwick. By individual vote of the Committee; 4- ayes, 1 nay (Bonacci). **This does not affect County Department fuel purchases.** An informational letter will be sent to customers. Review of fees charged will continue next month.

**DISCUSS EMPLOYEE USE OF CELL PHONES DURING WORK HOURS:**

Chairman Bostwick informed the Highway Committee he had received a complaint regarding a County truck driver talking on his cell phone while driving. The County does have a cell phone policy which limits personal use to breaks and lunch time. Chairman Bostwick would like to see the Highway Department ban all cell phone use while at work. The Commissioner and Patrol Superintendent are not in favor of banning cell phone use at work entirely; cell phones provide an additional way to keep in contact with crews, and in some cases, such as the power/radio failure on September 4<sup>th</sup>, may be the only method. It would be preferable to maintain the current policy, and in addition, clearly emphasize to employees that phones not be used while driving. After discussion, this item was tabled and will be put on next month's agenda.

**REVIEW BIDS RECEIVED FOR THE WHITE LAKE BUILDING AND LAND:**

Two bids were received:

Village of White Lake - \$5,000.00 (providing payment can be made after 1/1/15)  
Joe Stegall - \$4,010.00

Motion by Hurlbert, second by Pennington, to accept the high bid of \$5,000 from the Village of White Lake for the White Lake building and land; with payment after January 1, 2015. Motion carried.

**STATUS UPDATE CTH "B" PROJECT:**

The Commissioner updated the Committee on the status of the CTH "B" project. The first layer of blacktop has been completed, and the second layer should be completed within two weeks. The corrective action to deal with the silty clay encountered is complete. The additional work, plus weather delays, added about four weeks to the project. The additional work will total approximately \$450,000, resulting in the project total being \$100,000-\$150,000 over budget, with 80% being paid by federal aid. Commissioner Rusch and Corporation Counsel Stowe reviewed the status of the potential claim against the design engineering firm.

**WCHA NORTH CENTRAL REGION FALL MEETING- OCTOBER 10, 2014 IN STRATFORD:**

Motion by Pennington, second by Hurlbert, to approve Commissioner Rusch and up to five Committee members to attend the North Central Region Fall Highway Conference on October 10, 2014 in Stratford, WI. Motion carried.

**DISCUSS LONG TERM PLANNING/ECONOMIC CONDITIONS:**

The Commissioner discussed an advertisement in the paper requesting bids for snow plowing in the Town of Langlade. The Department will prepare an estimate for plowing but will not be able to guarantee first-day-service as it would not be economical to increase staffing for that amount of additional work.

**ADJOURN MEETING:**

Motion by Hurlbert, second by Bonacci, to adjourn the meeting at 9:36 a.m. Motion carried.

Arlene Bonacci, Secretary