

Buffalo County Minutes

Committee/Board: Highway Committee

Date of Meeting: Wednesday, August 10, 2016

Electronic and Hard Copy Filing Date: Monday, August 22, 2016

Mr. David Danzinger called the meeting to order at 10:00 a.m.

Board Members Present: Mr. David Danzinger, Mr. Michael Taylor, Mr. Larry Grisen, Mr. Dennis Bork, and Mr. Bernard Brunkow.

Others Present for All or Part of the Meeting: Mr. Bob Platteter and Ms. Roxann Halverson.

Approval of Minutes: Mr. Grisen made a motion to approve the minutes, seconded by Mr. Bork. Carried.

Public Comment regarding Posted Agenda Items: None.

Review/Discussion/Action regarding Vouchers: The purchase of a fridge, stove and microwave was discussed. The fuel purchase was reviewed and payments for road fill were discussed. Mr. Brunkow made a motion, seconded by Mr. Grisen. Carried.

Review/Discussion/Action regarding Staffing (Eligibility Posting and Friday Mowing): Mr. Platteter indicated that Ms. Prenot is working on the eligibility posting description and is hoping to advertise in September. The Committee discussed the possibility of having an eligibility list for openings in the patrolman positions.

Friday mowing has not begun yet. The other tractors have had some mechanical issues, but are keeping up ok.

Review/Discussion/Action regarding Equipment Bids (Small Trailer, Digital Security Systems, Skid Steer Brush Cat, and Resolution for Spray Patching State Roads): Mr. Platteter discussed the possibility of purchasing a utility trailer at cost of \$1,200.00. The Highway Department currently owns one but a second one would be helpful to haul the lawnmower, guard rails, barrels, and cones. A skid steer brush cat would be another item the Highway Department could use. It is a brusher that attaches to the front of the skid steer and can be used in steep areas. The cost of the equipment is \$4,829.00. There is \$5,000.00 extra in the budget for small items that need to be purchased. Mr. Platteter would like to purchase the brush cat this year and look into purchasing the trailer out of next years budget. Mr. Brunkow made a motion to approve the purchase of the brush cat, seconded by Mr. Taylor. Carried.

Mr. Platteter has talked with CFC Schools and they are willing to spend \$1,500.00 towards the purchase of the digital security cameras. He also contacted Durand Schools and Mondovi Schools, but has received no response as of yet. He will contact Countryside Cooperatives to see if they would be interested. Mr. Platteter would like 3 cameras placed around the County and will look at the cost of additional cameras.

A Resolution to purchase a spray patching machine was discussed. This equipment will be shared with Trempealeau County, but will be housed here in Buffalo County. Mr. Bork made a motion to approve the Resolution, seconded by Mr. Taylor. Carried.

Review/Discussion/Action regarding Building and Grounds (Alma Renovation, Waumandee Shop Repairs/Renovation, Salt Shed Roof Bids for Alma and Mondovi, Quotes for Painting Alma Facility, and Pest Control at Shops): Mr. Platteter explained that things are pretty much completed at the Alma Highway Shop. They will need to do a final walk-through and then have everything inspected. It will be approximately 2 weeks before the furniture arrives.

Painting of the Alma Shop was discussed. Two bids were received, Affordable Tuck Pointing \$14,600.00 and Stanton Painting \$8,200.00. There is no money in the budget and not enough money left from the Bond to pay for the painting. It was suggested to check and see if there was any money left in the Courthouse projects to pay for the painting.

Renovations at the Waumandee Shop have begun. The lunch room has been removed to make more room for the Town of Waumandee. Bids were received for repair to the foundation wall. Affordable Tuck Pointing bid \$6,800.00 and Brad LaDuke bid \$1,500.00. The Committee questioned the bids noting some differences in the work to be performed. Mr. Platteter will check into this. There were also bids received for painting the shop (one for \$7,300 and one for \$7,390). No action taken at this time.

Mr. Platteter explained the work needing to be done on the salt shed roofs at the Alma Shop and Mondovi Shop. Initial quotes to repair the salt shed roof and replace the leanto in Mondovi was for \$19,123.00 and \$17,520. The bid request was redone to include the repair of the salt shed roof in Alma. The original quotes were submitted as bids for Mondovi only, with JJ Construction being the only additional one to submit a bid in the amount of \$25,250.00 for both locations. Mr. Brunkow made a motion to accept the bid from JJ Construction, seconded by Mr. Taylor. A roll call vote was taken. All in favor with Mr. Bork abstaining.

There has been problems with rats, mice and bees in the cold storage unit. Mr. Platteter received a quote of \$40 per month for pest control at the Alma Highway Shop. This will be a month by month contract. Mr. Brunkow made a motion, seconded by Mr. Bork. Carried.

Review/Discussion/Action regarding Quote for GSB-88 Sealer for CTH J: Mr. Platteter explained a new process for brush sealing roads versus chip sealing. Gee

Asphalt is a company that specializes in brush sealing and gave a quote of \$22,561.00 for brush sealing County Road J to Highway 37. The cost to chip seal 1 mile of road is approximately \$15,000.00 and for this project there is \$25,000.00 budgeted. The rock has already been purchased but could be used on two other projects. Mr. Brunkow made a motion to use the brush seal procedure on County Road J, seconded by Mr. Grisen. Carried.

Review/Discussion/Action regarding A Resolution to Support “Just Fix It”

Campaign: Mr. Platteter explained this Resolution is being done to show Buffalo County’s support in requesting more money for road repair. Mr. Bork made a motion, seconded by Mr. Brunkow. Carried.

Review/Discussion/Action regarding Attending 2016 WCHA-LDG Annual Road

School: In the past the Superintendent and Shop Foreman, and Construction Foreman attend this training. This year Mr. Platteter would like to send all Foremen and the Superintendent. The conference is September 20-22 in Green Bay. The State pays for a portion of the cost and the County pays the rest. Mr. Grisen made a motion to send all four individuals to conference, seconded by Mr. Brunkow. Carried.

Review/Discussion/Action regarding attending the 2016 Annual WisDot & CHEMS

Training: Both office staff have previously gone to the conference, which is budgeted and paid for by the State. This year Ms. Robin Schmidtknecht will be presenting at this years conference and the CHEMS group will pay her expenses. The State will pay for two people, therefore Mr. Platteter would like to send Mr. Jim Palkowski so that he can attend the Fleet Management System presentation. This system manages the maintenance on equipment and we currently have the software, but do not use it for this. Mr. Brunkow made a motion to approve sending three people to the conference, seconded by Mr. Taylor. Carried.

Review/Discussion/Action regarding 2017 Budget Review (5 year road plan, 5

year equipment plan): Mr. Platteter reviewed the 2016 Budget, showing a \$14,000.00 shortfall on road maintenance and an estimated \$100,000.00 shortfall on road construction. The County Road TT project was costing more than expected because of the ditch work and dirt moving that needed to be done. Those costs will be carried forward to next year. The administration costs will be significantly higher in 2017 to repay the Bond. The 2017 Budget would also show an increase in 1 mile of roadwork. In 2016 there was 6.8 miles budgeted for. Mr. Platteter reviewed roads that will be worked on in 2017 and the costs of each road. Bridge Aids were reviewed. There was only one town that requested a bridge and that will be done this year, no towns have requested anything for 2017. Overall the 2017 Budget would show an increase of \$78,593.00 or 3.24%. The Committee discussed changes and asked Mr. Platteter to redo the Budget to show a 0% increase.

A 5-year Equipment Plan was discussed. The money for equipment purchases would come from retained earnings and not from levy money. The proposal would be to purchase two new patrol trucks purchased in 2017 and one new pickup truck. There

would also be the purchase of a frontend loader, tractor backhoe, two mower tractors, a man lift, and a utility trailer. The Committee asked Mr. Platteter to look into leasing tractors and trucks to see if there was any money savings.

Review/Discussion/Action regarding Commissioner's Report: None.

Review/Discussion/Action regarding Committee Member's Report: Questions were asked about replacing a guardrail on County Road N. This will be done after construction is complete. The procedure for culvert replacement was discussed to help prevent shifting and damage to black top. Signage on road construction areas was discussed. Janitorial staffing for the new Highway Administration Offices was discussed. Mr. Platteter indicated that most of the duties will fall on the office staff except for the possibility of janitorial services one day a week.

The next meeting will be September 12th at 9:00 a.m.

Adjournment: Mr. Bork made a motion to adjourn at 12:40 p.m., seconded by Mr. Grisen. Carried.

Respectfully Submitted,

Roxann M. Halverson
Buffalo County Clerk