

# Buffalo County Minutes

**Committee/Board:** BUFFALO COUNTY HIGHWAY COMMITTEE

**Date of Meeting:** Tuesday, February 14, 2017

**Location:** Highway Department Committee Room  
S1672 State Road 37, Alma, Wisconsin

## **Electronic and Hardcopy Filing Date:**

Vice Chairman Grisen called a regular scheduled meeting of the Buffalo County Highway Committee to order at 9:00 a.m. on Tuesday, February 14, 2017 in the Highway Department Committee Room, S1672 State Road 37, Alma, Wisconsin.

Buffalo County Highway Committee members present at the meeting were: Mr. Danzinger via telephone, Mr. Taylor, Mr. Brunkow, Mr. Bork and Mr. Grisen. Mr. Platteter, Buffalo County Highway Commissioner, was also present. Others present for all/part of the meeting were Kelly Johnston, Patrol Superintendent and Jim Palkowski, Shop Foreman.

The minutes of the January 10, 2017 regular Buffalo County Highway Committee meeting were reviewed. A motion to approve the minutes as written was made by Mr. Brunkow, seconded by Mr. Taylor and unanimously approved by the committee.

The meeting agenda was approved.

The Highway Committee members reviewed and discussed accounts payable vouchers #023944 through #023986, totaling \$211,817.33. A motion to approve the accounts payable was made by Mr. Bork, and seconded by Mr. Taylor. Unanimously approved by the committee.

## **Staffing:**

- A. **Team Leader** – This is a position for a person who is put in charge of a crew when needed and is assigned to certain projects where there is not a foreman available or there are multiple jobs going on at one time. Responsibilities would be getting things lined up in the mornings, keeping the crew going throughout the day, keeping track of inventory used and any paperwork needing to be done at the end of the day. This person would get a \$.25 per hour increase for this position. Mr. Brunkow made a motion to approve, Mr. Taylor seconded. Mr. Brunkow made a motion to withdraw his motion. More information on number of hours a person would be in this position and cost estimates. Was thought to be a good idea for liability purposes as well. Mr. Bork made a motion to table until next meeting, Mr. Taylor, seconded. Motion carried.
- B. **Seasonal Employees** – It was discussed that we will be looking to hire two seasonal mower personnel and the possibility of hiring one high schooler for the summer. There are already two people interested in the mower positions, but these positions will still be advertised.
- C. **Revised Job Descriptions** – There were little changes made to job descriptions of the employees to fit the new classifications they are currently in. Years of experience, equipment operation and foreman descriptions. Entry level patrolman position will be striking the first bullet/paragraph in section Essential Knowledge, Skills & Abilities. Mr. Bork made a motion to approve these changes and Mr. Taylor seconded. Motion carried.

## **Equipment:**

- A. **Rubber Tire Excavator** – Three bids were received for the rubber tire excavator. Of these 3, only 1 was under the budgeted amount of \$190,000.00. Aring Equipment was awarded the bid with \$178,000.00 plus \$6,130.00 for the thumb control. We are trading a Volvo EW170 which is a 2003(yr.) for \$60,000.00. Mr. Brunkow made a motion to accept Aring Equipment's bid and Mr. Taylor seconded. Motion carried.
- B. **Tractors & Mowers** – Agreed to send for bids for 2 new tractors & mowers
- C. **Patch Heater** – Agreed to send for bids for new patch heater
- D. **Crack Router** – A new crack router was purchased already of which it was already budgeted for. The Commissioner found one at the Winter Maintenance Conference in Wisconsin Dells. \$9,900.00 was paid for the router from MidStates Truck & Equipment which was a savings of \$2,400.00.

### Buildings & Grounds:

- A. Waumandee Facility – Ron Olson’s buildings are still possibly available to be purchased. Mr. Zastrow has a lease with the first option to buy until September 1, 2017. The purchase price would be \$240,000.00. This facility has a new furnace and an existing oil burner. There are a total of 5 buildings on this property. It was also discussed to add a lean-to on the north side of the existing building, add onto the building to the west as more room is needed. Option #1 discuss the 50/50 split agreement, #2 Lean-to on the north side, #3 build extension to the west and #4 the Olson facility. Check acreage at both places and get some prices together for all options and then call for a joint meeting with the Town of Waumandee Committee.
- B. Fountain City Facility – The Fountain City Shop is need of a new roof, a window in the lunch room and a few minor things. Get some bids to replace the roof. Need at least two bids.

### Roads & Bridges:

- A. CTH “Z” Bridge – Locates were done the week of February 5-11, 2017 and demolition is to be done the week of February 12-18, 2017. The new bridge package is scheduled to be delivered the week of February 19-25, 2017.
- B. 8 Year Road Plan – We are budgeted for 7.74 miles of road work for 2017. To get caught up with what we are behind and the 2017 schedule we would need to do 18 miles of construction. To eliminate all roads under a passer rating of 4 we would have to do 26.85 miles. A yearly 10 ½ miles is needed to be done just to stay caught up at a consistent rate. Put some #'s together for Finance Committee. Cost for miles to catch up and cost for a yearly 10 ½ miles of construction. Get to Finance so they can try to figure out where the money will come from and how much to bond, if possible.
- C. 2017-2022 Local Bridge Program – We have 11 bridges in Buffalo County that are eligible for this program. Seven of these are county bridges and four are town bridges. Bridge #1 would be the Allemann Road bridge in the Town of Naples which is down to a one lane bridge for the past year plus. Bridge #2 would be the bridge on CTH “OO” in the Village of Cochrane. This is a dry run bridge, but has an extreme amount of water shed. If this bridge doesn’t happen check the possibility of putting a big double barrel culvert in.

### Weather Cameras:

- The 3 weather cameras should be installed by the end of the week February 12-18, 2017. Need to check with Mr. Ellis for possibility of putting 4<sup>th</sup> camera on his chicken coop yet.

### Commissioner’s Report:

- March 27 & 28, 2017 is the Commissioner’s Meeting.
- Mr. Platteter is a member of the steering committee for the National Association of County Engineers. They will be holding a conference in Ohio this year (2017) and in Wisconsin Dells in 2018.
- There is a Work Zone Safety Training in Wisconsin Dells at the Great Wolf Lodge on March 17, 2017 at 8:00 a.m. Cost is \$50/person and John DeWitt & Robin Secrist need to go.

### Superintendent’s Report:

- We have two brushing crews on the county at work, two arm mowers, rubber tire excavator and one state crew out brushing taking care of woody vegetation.
- There has been 14 times that the guys have been out taking care of storms since the last committee meeting

Next meeting is Tuesday, March 14, 2017 at 9:00 a.m.

Mr. Bork made a motion to adjourn the meeting, Mr. Taylor seconded. Motion Carried.

Respectfully submitted,

Secretary, Buffalo County Highway Committee