

BUFFALO COUNTY MINUTES

Committee of the Board: Buffalo County Highway Committee

Date of the Meeting: Tuesday, August 10, 2021

Chairman Mr. Don Hillert called the meeting to order at 8:00 a.m. in the conference room of the Buffalo County Highway Department, Alma, Wisconsin.

Board Members Present: Mr. Don Hillert, Mr. Dwight Ruff, Mr. David Danzinger and Mr. John Sendelbach. Mr. Max Weiss was excused.

Others Present for All or Parts of the Meeting: Ms. Roxann Halverson, Ms. Sonya Hansen, Mr. James Palkowski, Mr. Bob Platteter, Mr. John Dewitt, Ms. Janet LaDuke, Ms. Robin Schmidtknecht, Mr. Jim Palkowski, and Mr. Jim Schultz.

Public Comments regarding Agenda Items: Mr. Schultz, from Miller Bradford, addressed the Committee regarding the warranty extension on the milling machine. The warranty will be extended for one full year (12 months or 1,000 hours) and will be sending documentation to Mr. Platteter shortly. He believes the issues with the machine will be resolved shortly and are being caused by heat issues.

Review/Discussion/Action - Minutes of the Previous Meeting: A motion was made by Mr. Danzinger seconded by Mr. Ruff to approve the minutes of the previous meeting as sent. Carried.

Review/Discussion/Action - Monthly Vouchers #27753 through #27830 totaling \$511,752.12 were reviewed. A motion was made by Mr. Ruff seconded by Mr. Sendelbach to approve the monthly vouchers as presented. Carried.

Review/Discussion/Action– Staffing:

- a. Foreman Position – The position has been advertised and will close on Friday, August 13th. There have been no applicants so far. An internal candidate has been reviewed and may be a good fit for this position. If accepted the vacant position will be filled.
- b. Parts/Inventory Specialist (status) – This position has not been advertised yet. It is the hopes to get it advertised by the end of the week.
- c. Office Staff Schedule – Mr. Platteter discussed the Committees decision to move office staff to five eight hour days. Ms. LaDuke and Ms. Schmidtknecht discussed their duties and the need to work the same hours as other staff to complete their work. The Committee discussed why they felt five workdays would be better for office staff. Mr. Ruff made a motion to return to four ten hour days at the start of the next pay period and to be reviewed in September, seconded by Mr. Danzinger. Carried.
- d. 2021 WCHA-LDG Road School Attendance September 14-16 – Mr. Platteter explained this conference is for Foremen and Superintendents. He would like to send Ms. Semling to this conference as they will be honoring Mr. Dennis Semling for his service. Mr. Ruff made a motion to approve sending the Foremen, Superintendents, and Ms. Semling, seconded by Mr. Danzinger. Carried.

Review/Discussion/Action - Equipment:

- a. Results of Recent Equipment Disposal – There were four pieces of equipment sold at auction. The sign truck had a trade-in value of \$7,000 without the basket. It brought \$7,000 at auction. The JD lawnmower brought \$445.00, a trailer brought \$3,750.00, and the tar kettle brought \$150.00.

Review/Discussion/Action – Buildings & Grounds:

- a. Shop Improvements in Urne & Waumandee – Mr. Platteter explained the shop improvements at Urne and Waumandee are complete. Mr. Sendelbach would like someone to go to the Waumandee shop and look at the work done. He does not believe there was any insulation or vapor barrier installed. According to the quote it was to be installed.
- b. Purchase of Neighboring Property (status) – The property owner is working on finalizing the paperwork with Attorney Bilski.
- c. Sale of County Owned Property (status of locating lines) – Collins Plumbing is working with an electrician to do some locating work.

Review/Discussion/Action – Roads and Bridges:

- a. 2021 Construction Schedule – Work is being done on County Road NN, County Road F, County Road J and County Road D. County Road K will be pushed back until material is obtained. There were some small washout issues from recent rains that will be repaired.
- b. Project/Bond Report – Mr. Platteter reviewed projects that will be done and that all bond funds will be expended.
- c. State Projects – Work has been done on State Road 37 and 35.
- d. Town Projects - Chip sealing has been done for the Town of Mondovi. A wedging project needs to be completed for them yet. The Town of Nelson Patrolman is out on medical leave through December. Mr. Platteter will work with them for temporary assistance.
- e. Palkowski Road Creek Crossing – Mr. Platteter is working with engineering on this bridge project. Mr. Dewitt has been working on grant applications to help with the cost.
- f. ATV/UTV Routes (status) – Mr. Platteter explained the ATV Club is determined to keep the project going. There are some issues with sign placement, so a crew will be sent out to review signs and get them in the proper locations. Ms. Hansen explained the Club has contacted her to apply for CAPX funding for sign purchasing.

Review/Discussion/Action – Recycling Program Restructure Proposal – Ms. Hansen discussed the Recycling program. BBC&M is looking at privatizing the program. The Recycling Committee will be discussing this possibility for the County at their next meeting. This will be brought back to a future Highway Committee meeting.

Review/Discussion/Action – Financial Update- Ms. LaDuke reviewed the financials. The report is through April and expenses are less than revenue.

Review/Discussion – Draft 2022 Budget – Mr. Platteter reviewed the draft budget. It shows an increase of \$1,125,423.00. Some of this is due to additional staff and keeping the road rotation at 30-years. There are eight or nine bridges that need replacement in 2022. Ms. Hansen discussed a bond for the bridges.

Commissioners Report- October 12th is the Commissioner and Committee Conference in Black River. Clark County had a recent fatality in their department. They are asking for area Highway Departments to send a dump truck for the funeral procession on Friday.

Chair Report: None.

Committee Members Report- Mr. Danzinger discussed the culvert on County Road O between Belvidere and Cochrane. The Drainage Board has some issues with how it was placed. They feel it is at a higher level than the previous culvert. Mr. Danzinger would like someone from the Highway Department to meet with the Drainage Board to discuss the issue.

Next Meeting – The next meeting will be September 14th at 8:00 a.m.

Public Comments- None.

Adjournment- Mr. Danzinger made a motion to adjourn at 10:35 a.m., seconded by Mr. Ruff. Motion Approved.

Respectfully submitted,

Roxann Halverson
County Clerk