

BUFFALO COUNTY MINUTES

Committee of the Board: Buffalo County Highway Committee

Date of the Meeting: Wednesday, May 12, 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. Max Weiss, Mr. John Sendelbach and Mr. Dave Danzinger.

Others Present for All or Parts of the Meeting: Commissioner Bob Platteter, Patrol Superintendent Kelly Johnston, Administrative Coordinator Sonya Hansen, County Superintendent John DeWitt, Shop Foreman James Palkowski, Office Manager Janet LaDuke, Tim Ramberg and Tom Schultz & Aimee Ebersold Schultz.

Public Comments regarding Agenda Items: There were no public comments.

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

Review/Discussion/Action - Approval of Monthly Vouchers: Payable Vouchers #27558 through #27625 totaling \$78,028.40. A motion was made by Mr. Weiss, seconded by Mr. Sendelbach to approve the monthly vouchers as presented. Unanimously approved by the Committee.

Review/Discussion/Action– Staffing:

- a. Foreman Position Status – This is the last week of Foreman trials. We will be asking the employees what their thoughts are for each acting Foreman, we will be discussing of the management level also and make our decision next week.
- b. Backfill Patrolman – Mr. Ruff made a motion to backfill the Patrolman’s position immediately after we make the decision for Foreman. Mr. Weiss seconded. Motion Carried.
- c. Safety/Parts Coordinator Status – The Committee recommended to put on hold for possible changes due to other organizational changes.

Review/Discussion/Action - Equipment:

- a. **New Loader w/ Tool Carrier** – The John Deere 524P loader was chosen because of the warranty package and being we have another John Deere Loader some filters and parts will match making it easier to keep on inventory.
- b. **Pickup #27 - Status** – An oil sample was taken and sent in for analysis and came back good. We will run it again for a while and then take another sample.
- c. **Revisions to 2021 Equipment Purchases** – Being we are way under budget after purchasing the paver, we would like to purchase some other equipment that had to be removed from the list to meet budget. Mr. Weiss made a motion to approve the adjusted equipment list. Mr. Danzinger seconded. Motion Carried.
- d. **One New Crew Cab Pickup** – No bids were received. One of the dealerships explained that it was due to no longer being able to get 2021 models and fleet pricing for 2022 will not be for another 3-4 weeks. Mr. Ruff made a motion to wait until 2022 pricing is available and then go for bids again. Mr. Weiss seconded. Motion Carried.

Review/Discussion/Action – Buildings & Grounds:

- a. **Shop Improvements in Urne & Waumandee** – Mr. Ruff made a motion to accept the bids. Mr. Weiss seconded. Mr. Danzinger made a motion to amend to accept the new bid due to material costs going up and original bid being more than 15 days old. Mr. Ruff amended his motion to approve the original bids plus \$1,290.00 to Buck Country Construction for a total of \$18,368.00 for the remodel at the Waumandee and Urne Shops which will come from the PBM Account. Mr. Danzinger seconded. Motion Carried.
- b. **Neighboring Property Lease/Purchase:** - The offer of \$3,400.00 to purchase the neighbors parcel that is leased by Buffalo County with the exception that Buffalo County also pays all closing costs. Mr. Danzinger made a motion to accept these terms. Mr. Ruff seconded. Motion Carried.

Review/Discussion/Action – Roads & Bridges

- a. **2021 Construction Schedule** – The schedule is not quite done yet, but will be shortly. We are moving forward with construction at a good pace already.
- b. **State Projects** – PBM Route/Rubber on STH 88 is complete. Working on maintenance and accident damage repairs.
- c. **Town Projects** – Some miscellaneous Town work like chip seals and crack fills left for this year, but no major projects.
- d. **Bids on Chip Seal Oil** – Mr. Sendelbach made a motion to accept the low bid from Flint Hills for the emulsion oil. Mr. Danzinger seconded. Motion Carried.
- e. **Bids on Chip Seal Aggregate** – Mr. Ruff made a motion that we accept the low bid from Wabasha Sand/Gravel as long as a sample is taken from the pile first and that someone will be at the dump sites to monitor to make sure the correct chips are received. Mr. Sendelbach seconded. Motion Carried.
- f. **Bids on Culverts** – Mr. Ruff made a motion to get whatever we can at the lowest price including some for our inventory not just what is needed for the new construction. Mr. Danzinger seconded. Motion Carried.

ATV/UTV Routes - Status –

Waiting to hear back from all townships, cities, villages of a Yes or No if they will be allowing ATV/UTV on their streets. This is needed to know the number of signs that will be needed.

Review/Discussion/Action – Financial Update:

Year-end is getting close and will be wrapping up this week. 2020 books should be done by the end of the week.

Consideration/Action – Employee Evaluation:

Mr. Hillert made a motion to go into closed session. Mr. Ruff seconded. Motion carried. Mr. Hillert made a motion to go back to open session at 11:59 a.m. Mr. Ruff seconded. Motion Carried.

Commissioners Report –

Mr. Platteter reported to the Committee regarding an employee incident where a couple of stitches were required.

Committee Members Report-

The Pronschinske bridge status was discussed and Mr. Platteter indicated that they were going to be looking at the bridge today.

Next Meeting – June 15, 2021 @ 8:00 a.m.

Public Comments- No public comment.

Adjournment- Mr. Weiss made a motion to adjourn, Mr. Sendelbach Seconded. Motion Approved.

Respectfully submitted,

Kelly Johnston
Recording Secretary