

BUFFALO COUNTY MINUTES

Committee of the Board: Buffalo County Highway Committee

Date of the Meeting: Tuesday, January 12, 2021

Chair Mr. Don Hillert called the meeting to order at 8:10 a.m. in the conference room of the Buffalo County Highway Department, Alma, Wisconsin.

**Board Members Present:** Mr. Don Hillert, Mr. Dwight Ruff and Mr. Max Weiss appeared in person. Mr. David Danzinger and Mr. John Sendelbach appeared remotely.

**Others Present for All or Parts of the Meeting:** Ms. Sonya Hansen, Ms. Janet LaDuke, Mr. John DeWitt, Mr. James Palkowski and Mr. Bob Platteter.

**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. A motion was made by Mr. Ruff seconded by Mr. Weiss to amend the motion to include the December 2020 minutes presented at the meeting. Roll Call vote: Mr. Weiss – yes, Mr. Sendelbach – yes, Mr. Danzinger – yes, Mr. Ruff – yes and Mr. Hillert – yes. Motion Carried.

**Review/Discussion/Action ~ Approval of Monthly Vouchers:** A motion was made by Mr. Weiss seconded by Mr. Ruff to approve the monthly vouchers as presented. Roll Call vote: Mr. Hillert – yes, Mr. Ruff – yes, Mr. Sendelbach – yes, Mr. Danzinger – yes and Mr. Weiss – yes. Motion Carried.

**Review/Discussion/Action ~ Consideration/Action – Staffing:** Highway Commissioner Platteter reported to the committee that one staff member is currently out on medical leave and another will be out on medical leave. He indicated that two of the current State backup operators are currently filling county positions. No action is required by the committee at this time.

**Review/Discussion/Action ~ Equipment:**

**Paver (New vs. Old):** Highway Commissioner Platteter informed the committee that the current paver was purchased in 1999 in the amount of \$205,688 and was depreciated out in 2007. It has 3,700 hours or has been used approximately 175 hours per year and has been billed out at \$1.46 per ton. The paver billed 380,000 tons and generated revenue of \$482,835 to date. Resale value is between \$12,000 and \$25,000. Mr. Palkowski recommended keeping the old screed for wedging projects.

Highway Commissioner Platteter informed the committee that to refurbish the 22-year old paver would cost between \$130,000 and \$175,000. This cost would not include any motor or transmission upgrades. Mr. James Palkowski indicated that they can do the work inhouse and that the mechanic would look at moving parts to try to anticipate worn out parts as part of this plan. He stated that the major expense is a new screed to bring the equipment up to date with the technology that is now available.

A motion was made by Mr. Ruff seconded by Mr. Weiss to table this action for an additional month to allow administration to gather additional information, to review construction work for 2021 that would require paver work, contact vendors for new and demo pricing, and to speak with other counties. Roll Call vote: Mr. Danzinger – yes, Mr. Hillert – yes, Mr. Sendelbach – yes, Mr. Weiss – yes and Mr. Ruff – yes. Motion Carried.

**Review/Discussion/Action ~2021 Patrol Truck Order:**

Highway Commissioner Platteter informed the committee that this order has not been placed pending approval of the 2021 equipment resolution pending for action at the January County Board meeting. No action required by the committee.

**Review/Discussion/Action ~ Excavator Quotations:**

A motion was made by Mr. Weiss seconded by Mr. Ruff to approve the purchase from Miller-Bradford & Risberg for a 2021 Kobelco Track Excavator with attachments in the amount of \$132,050. Roll Call vote: Mr. Weiss – yes, Mr. Sendelbach – yes, Mr. Danzinger – yes, Mr. Hillert – yes and Mr. Ruff – yes. Motion Carried. Highway Commissioner Platteter stated that this is subject to the 2021 equipment resolution being approved at the January County Board of Supervisors meeting.

**Review/Discussion/Action ~ Buildings and Grounds – Facility Visit/Tour:**

Highway Commissioner Platteter indicated that typically in the Spring of each year, the committee would tour the County and review road projects. As part of this tour, they could include facility tours. It was the consensus of the committee, time permitting, to include the facilities.

**Review/Discussion/Action ~ Roads and Bridges:**

**2021 Construction Plans:** Highway Commissioner Platteter stated that he is working on finalizing his recommendations for the 2021 construction plans for the committee to tour in the Spring. He cautioned the committee that if we look at bidding out paving work to take into consideration ditching and preparation work to avoid future problems. Highway Commissioner Platteter indicated that part of the bond request included several bridges needing work over the next five years and that he will work with the Administrative Coordinator to review the funding options. Mr. Ruff indicated that the Alma School District may have a bus that the County could use to tour the roads and facilities and that

Mr. Rob Stewart would be the contact. Highway Commissioner Platteter indicated that in addition to the Spring tour, they have done a Fall tour after the work has been completed.

**Loesel Driveway Permit Status:** Highway Commissioner Platteter indicated they are waiting for a return call from them and no additional action is required at this time.

**CTH H Bridge Deck:** Highway Commissioner Platteter stated that this project is funded by bond funding.

**Review/Discussion/Action ~ Update on ATV/UTV Ad Hoc Committee:** Chair Mr. Hillert advised the committee that the second meeting had been held and a draft proposal was developed. He indicated that the draft proposes that the ATV club purchase the signs and that they would work with the Highway Department for installation. They calculated at least 50 open signs and 43 end of route or closed signs would need to be installed.

Ms. Sonya Hansen informed the committee that a draft had been sent to the villages, towns and municipalities within Buffalo County and that this matter was placed on the agenda for the January 18<sup>th</sup> Towns Association meeting for discussion. This item will need to be placed back on the agenda for consideration.

**Review/Discussion/Action ~ Fuel Contracts:**

It was the consensus of the committee to move forward with getting fuel bids for 2022.

**Review/Discussion/Action ~ Financial Report:** The committee reviewed the financial report generated from the County general ledger software system. Ms. Janet LaDuke informed the committee that July has been closed and she is working on August. Highway Commissioner Platteter informed the Committee that he would like to contract with a prior retired Highway Commissioner that is very familiar and provided training for Highway accounting staff. He indicated that this would give them an opportunity to review processes for efficiencies. Ms. Janet LaDuke explained that it is difficult with the uniqueness of cost accounting, fund accounting and state reporting requirements in CHEMS for cross-training with the limited staff. She stated that she will now have year-end inventory to complete along with trying to close additional months.

**Committee Chair Report:** Mr. Hillert stated that the committee supports getting assistance to facilitate training and want to support administrative staff to get the accounting records where they should be.

**Highway Commissioner Report:** Highway Commissioner Platteter indicated that he was working on performance reviews and meeting with staff.

**Committee Member's Report:** Committee members had nothing additional to report.

**Public Comment Unrelated to Agenda:** There were no public comments.

**Next meeting date and time:** The next meeting date will be February 9, 2021 at 8:00 a.m.

**Adjournment:** A motion was made by Mr. Weiss seconded by Mr. Ruff to adjourn the meeting at 10:42 a.m. Motion Carried.

Respectfully submitted,

Sonya J. Hansen  
Recording Secretary