

Buffalo County Minutes

Committee/Board: BUFFALO COUNTY HIGHWAY COMMITTEE

Date of Meeting: Tuesday, February 11, 2020

Location: Highway Department Committee Room

Electronic and Hardcopy Filing Date:

Chairman Larry Grisen called the Buffalo County Highway Committee meeting to order at 9:00 a.m.

Buffalo County Highway Committee members present at the meeting were: Mr. David Danzinger (via telephone), Mr. Michael Taylor, Mr. Dennis Bork and Mr. Larry Grisen. Others present for all or part of the meeting were Mr. Bob Platteter, Mr. Kelly Johnston, Ms. Roxann Halverson, Ms. Sonya Hansen, and Mr. Jim Palkowski.

Minutes: The minutes of the previous meeting were reviewed. Mr. Bork made a motion to approve the minutes, seconded by Mr. Taylor. A roll call vote was taken and all approved. Carried.

Public Comments: None.

Read and Approve Vouchers: Vouchers were reviewed. The voucher for sand was discussed. There is a fee of \$.15 per ton, which helps to maintain the road in and out of the beach area. Other vouchers reviewed were for bridge inspections, painting the Waumandee shop, and utility services for the Waumandee shop. Mr. Taylor made a motion to approve the vouchers, seconded by Mr. Bork. A roll call vote was taken and all approved. Carried.

Consideration and Action regarding Township Concerns of Rustic Roads (Sign Requirements, Rescind Motion to Repeal Resolution #18-11-04, and Request for Joint Meeting with Economic Development Committee):

Chair Grisen spoke regarding the motion to repeal Resolution #18-11-04. It was found this Resolution was only to approve applying for the Rustic Road program, not approving the actual route. At this point the idea of Rustic Roads still needs to be reviewed, but maybe different routes. The Economic Development Committee would like to have a joint meeting to discuss this program. Mr. Bork made a motion to rescind his motion to repeal Resolution 18-11-04, seconded by Mr. Taylor. A roll call vote was taken, Mr. Danzinger voting no. Carried.

Mr. Taylor made a motion to have a joint meeting with the Economic Development Committee after the elections, seconded by Mr. Bork. A roll call vote was taken and all approved. Carried.

Mr. Platteter had Mr. Auseth map out the routes and the needs for signage. There will need to be 58 signs and 62 posts (enough for speed notices, stop notices, and Rustic Roads signs). The cost is approximately \$7,500.00. The State provided four Rustic Road signs and that is all they will provide.

Consideration and Action regarding Staffing (Part-time Support Specialists Description, Shop Mechanic/Patrolman Description, and Request to Hire 2 Seasonal Truck Drivers):

Mr. Platteter worked on combining the Office Account Clerk and Office Manager position descriptions with a few changes. He has not had a chance to review this new merged description with the office staff yet. He is investigating a timecard system called RT Vision. This automated system could help to alleviate some of the work the staff has to do and may make it so the part-time staff position is not needed. Mr. Platteter will work on getting a demo of the products to review but will still work on the position description to have ready if needed.

The Mechanic/Patrolman position description was discussed. Mr. Platteter will need to work on this as he is not able to locate the original. He discussed some changes to the job the person who was hired in this position is doing. They will be trained to drive a plow truck, but with some other employee changes will be doing just mechanic work. The other split position will become the back-up plow driver for the state routes. The employees have agreed that this change in work is a good fit for them. Mr. Platteter will still work on this description in the event it is needed in the future.

Mr. Platteter discussed the request to hire two seasonal truck drivers. These positions are not yet needed at this time, but as construction season approaches, they will be. These positions have previously been approved and a wage scale has been set. Mr. Taylor made a motion to proceed with up to two Seasonal Truck Driver positions, seconded by Mr. Bork. A roll call vote was taken and all approved. Carried.

Consideration and Action regarding Equipment (Resolution for 2020 Capital Equipment Purchases, Bids for Tractor with Boom Mower, Bids for new Bat Wing Mower):

Mr. Platteter read the proposed resolution. This will allow the Highway to purchase equipment already approved during the budget process as long as it is within the overall budgeted amount. If a piece of equipment is needed that is not on the list a new resolution will need to be created for County Board approval. Mr. Bork made a motion to approve the resolution, seconded by Mr. Taylor. A roll call vote was taken and all approved. Carried.

The tractor with boom mower was budgeted at \$90,000.00, but the bids came in slightly higher. The bids were reviewed. The lowest bid had a Tiger boom mower and Mr. Palkowski indicated he would rather purchase a Diamond mower due to the problems

they have had with the Tiger mower. Mr. Bork made a motion to approve the purchase of the Case IH tractor with Diamond mower and 5-year warranty from Value Implement at an amount of \$116,311.00, seconded by Mr. Taylor. A roll call vote was taken, and all approved. Carried.

The bat wing mower was discussed. This mower was budgeted at \$15,000 and the low bid with a trade-in was for \$4,500.00. Mr. Platteter called Lindstrom Equipment to ensure the bid was correct as the other bids were higher. Lindstrom indicated the bid was correct. Mr. Taylor made a motion to accept the bid of \$4,500 with a trade-in from Lindstrom Equipment, seconded by Mr. Bork. A roll call vote was taken and all approved. Carried.

Consideration and Action regarding Buildings and Grounds (Pick-up Shed at Waumandee Shop, New Well at Alma Facility, Ruby's Pantry – use of Mondovi Facility, and Alma Shop Property Survey):

Mr. Johnston does not have a definite price on the pick-up shed yet. He was told about \$5,000.00 but will get a firm price. This will be a hoop type shed made of metal with a roll-up door in the front. They will work on getting a firm price and approval for placement.

The well has been installed, but the boring portion of the project needs to be completed. There is no definite date on this yet, but Collins Plumbing is working on this.

Ruby's Pantry has contacted the Highway Department to see if they could use the Mondovi shop while their new facility is being built. They were using a local church but are no longer able to use that facility due to mold issues. Ruby's Pantry has a food distribution program that distributes food once a month. Mr. Taylor made a motion to create an MOU, have it reviewed by Corporation Counsel, and bring back to the Highway Committee, seconded by Mr. Grisen. A roll call vote was taken and all approved. Carried.

Mr. Platteter updated the Committee on issues they have been having with a neighbor and survey lines. There was a survey completed in 2002 by Mr. Nelsen and another survey done recently that confirmed the lines. It was found that the County owns into the woods and where the salt shed sits. There has been a lease payment with the neighbor for the past 16 years and will no longer be paid since the survey shows the County owns that property.

Consideration and Action regarding Roads and Bridges (Review of 2020 Road Construction, Status of CTH E Wall Project, and Town Joint Projects - Pre-pay Issues):

Mr. Platteter reviewed the construction schedule. County Road C and County Road OO will be set back one year. County Road E will be brought into this year.

The wall project on County Road E will be sent out for bids next month with construction this spring.

Joint town projects have had some issues. There are a few towns that are applying for the joint projects and then having the projects completed by private parties and billing those expenses back to the county. This is a lot of work for staff to validate expenses and cut a check back to the municipality. Statutes say the project costs must be split 50/50. Mr. Platteter suggested a policy on how joint projects are to be handled. Mr. Bork made a motion to create a policy and have it reviewed by Corporation Counsel, seconded by Mr. Taylor. A roll call vote was taken and all approved. Carried.

Consideration and Action regarding RT Vision – Timecard Plus: This item was discussed with the part-time staffing position.

Consideration/Action regarding Local Force Agreement – STH Culvert Work: Mr. Platteter explained the State would like the County to install culverts on State Highway 121 as part of a Local Force Agreement. The estimated cost is \$53,600 and will be repaid by the State. Mr. Taylor made a motion to approve the LFA, seconded by Mr. Bork. A roll call vote was taken and all approved. Carried.

Commissioner’s Report: Mr. Platteter reported that April 14th is the Spring Commissioner and Committee Member meeting in Black River and May 12th is the NW Region meeting. The Highway Committee meetings normally held on those days may need to be adjusted. Mr. Platteter will be attending a training on March 16th and 17th and will be going to a DOT and Bridge Consultant planning meeting for the County Road OO bridge.

Committee Member’s Report: A question was asked on the progress of the culvert survey. The project will start again in the Spring and should take the Intern approximately a month to a month and a half to complete. The funds for the intern will come from the Highway budget.

Road bans were discussed. Road bans will start as soon as spring thaw starts, which is typically around mid-March.

Ms. Hansen discussed ATV trails and the need to work on the guidelines. Ms. Halverson explained at her town meeting the ATV Club was asking for permission to use County Road H north of the City of Mondovi to get to Pepin County. The Town would like to see some guidelines from the County before deciding if they want to approve the use or not. She also discussed guidelines that show an entity who has jurisdiction over the road is liable for signage and the ATV club had originally thought the County would install the signs. This item will be placed on an upcoming meeting.

Next meeting: March 10th at 9:00 a.m.

Adjournment: Mr. Taylor made a motion to adjourn at 10:38 a.m., seconded by Mr. Bork. Carried.

Respectfully Submitted,

Roxann Halverson
Buffalo County Clerk