

## BUFFALO COUNTY MINUTES

Committee of the Board: Buffalo County Highway Committee

Date of the Meeting: Tuesday, July 13, 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, Administrative Coordinator - Sonya Hansen, State Superintendent - Kelly Johnston, County Superintendent - John DeWitt, Shop Foreman - James Palkowski, Larry Grisen – HR Committee Chair, Jeff Kern and Brenda McNallan – WisDOT, and Cody Ritscher – Lindstrom Equip.

**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. Danzinger to approve the minutes of the previous meeting as sent. Unanimously approved by the committee.

**Review/Discussion/Action – Discuss State Mowing Operations:** Chairman Hillert moved down the agenda to allow discussion with Jeff Kern and Brenda McNallan about the mowing on State Right-of-Ways. They discussed the roadside mowing policy, parsnip, and other invasive weeds, mowing timelines, and the number of mows. No action taken.

**Review/Discussion/Action - Equipment:** Chairman Hillert then moved to the equipment to allow Mr. Ritscher to speak. Cody Ritscher was allowed to introduce himself as a new salesman at Lindstrom Equipment after Danny Hanson's retirement. He also explained that Lindstrom Equipment would stock parts for the equipment so the county would not have to.

- a. **One New Track-Style Skid Steer** – Mr. Sendelbach made a motion to accept the low bid from Tractor Central on a John Deere 325G Skid Steer, for the trade-in amount of \$17,789.93. Mr. Danzinger seconded. Motion was unanimously approved by committee.
- b. **One New Single-Axle Tilt-Bed Trailer** - Mr. Weiss made a motion to accept the lowest quote from Roland Machinery on a Felling 7,000# Trailer for \$5,470.00. Mr. Sendelbach seconded the motion, and it was unanimously approved by committee.

**Review/Discussion/Action - Approval of Monthly Vouchers:** Payable Vouchers #27727 through #27751 totaling \$279,570.03. A motion was made by Mr. Weiss, seconded by Mr. Ruff to approve the monthly vouchers as presented. Unanimously approved by the Committee.

### **Review/Discussion/Action– Staffing:**

- a. Foreman Position – Mr. Platteter explained that the chosen applicant of the two (2) internal applicants declined the offer. Mr. Platteter had a discussion with the second applicant about his concerns. The applicant is staying on as a Team Leader for now, and there will be an advertisement for outside applicants for the General Foreman's position.
- b. Third Mowing LTE – Mr. Platteter explained that we received a couple applications for the third mowing position. He will be meeting with the second applicant this afternoon, July 13th. Will make a decision by end of week to get them on board.
- c. Job Description – Parts/Inventory Specialists – A couple minor changes have been made to the Job Description previously passed out. Mr. Ruff made a motion to move it onto HR for approval. Mr. Sendelbach seconded, approved by all members.
- d. Mr. Weiss made a motion to rescind Resolution #21-04-01 to fill the Parts/Safety Training Coordinator position. Mr. Danzinger seconded, approved by all members.
- e. Mr. Danzinger made a motion to approve the new Resolution to fill the Parts/Inventory Specialists position. Mr. Weiss seconded the motion, approved by all members.

### **Review/Discussion/Action – Buildings & Grounds:**

- a. **Shop Improvements in Urne & Waumandee** – Mr. Johnston explained that the Waumandee shop is complete except for wiring in the heater. The Urne shop is almost complete as well, except for a little wiring.
- b. **Neighboring Property Lease/Purchase** – Mr. Platteter has forwarded the lease and purchase information to Mr. Tom Bilske, he will handle the purchase documents.
- c. **Possible Sale of County Property** – A file of paperwork was found containing Quit Claim Deeds, Purchasing documents, etc., but no maps of the property or sewer. Some members questioned if we really want to sell the property? Sewer and fiber optic lines run across that land now. What if we need to run City water in the future, or for wetland mitigation? Need to get these lines located to

see exactly where they are to decide to sell or not. Figure a price and present it the Mr. and Mrs. Ebert. Mr. Danzinger made a motion to do all of this. Mr. Ruff seconded the motion, approved by all members.

- d. **Tire Cleanup** – Mr. Sendelbach asked about the status of the tires. Mr. Johnston explained that he is waiting on getting prices from some local trucking firms. No action.

**Review/Discussion/Action – Roads & Bridges**

- a. **2021 Construction Schedule** – The construction work is continuing to go well. The binder layer of asphalt is completed on CTH K, Full pave complete on CTH F, and prepping for paving on CTH J in Modena now, for the binder layer on 7-14-21, finish coat on 7-15-21. The we'll go back to CTH K for the finish coat of asphalt.
- b. **State Projects** – Will be finishing roadside mowing this week other than behind guardrails.
- c. **LFA** – Received an LFA from the State to provide traffic control for bore samples on STH 37 from STH 35 to CTH F.
- d. **Town Projects** – Pretty much caught up other than a couple joint culvert replacements until chips sealing begins.
- e. **Palkowski Road Creek Crossing** – We all met at the site and determined to install a new 24' wooden bridge structure. Working with Wheeler Lumber who provides the bridge package.
- f. **ATV/UTV Routes – Status** – The towns of Naples and Mondovi have responded, still waiting to hear from Towns of Buffalo, Milton, Belvidere, and Fountain City. Also waiting to receive the signs from the Mondovi Trail Riders club.

**Review/Discussion/Action – Highway Financial Updates:** Mr. Platteter passed out latest financial report and stated that they are still on track to meet the schedule indicated to the Finance Committee.

**Review/Discussion/Action – Employee Evaluation:**

Mr. Hillert made a motion to go into closed session, Mr. Ruff seconded. Mr. Hillert – yes, Mr. Sendelbach – yes, Mr. Danzinger – yes, Mr. Ruff – yes, Mr. Weiss – yes.  
Mr. Hillert made a motion to go back into open session, Mr. Ruff seconded. Mr. Hillert – yes, Mr. Sendelbach – yes, Mr. Danzinger – yes, Mr. Ruff – yes, Mr. Weiss – yes.

**Commissioners Report –**

Mr. Platteter reported that the Milling machine has had numerous problems and the warranty is coming to a close. He and Mr. Palkowski are negotiating for an extended warranty for one (1) year from the manufacturer. We may be asked to pay a third of the cost. The committee recommended a Miller-Bradford representative attend the next meeting.

Mr. Platteter also explained that the Town of Maxville will likely be willing to split the costs of the patching mix up on Bob Serum Road.

**Committee Members Report-**

Nothing.

**Next Meeting** – August 10, 2021 @ 8:00 a.m.

**Public Comments-** No public comment.

**Adjournment-** Mr. Hillert made a motion to adjourn, Mr. Sendelbach seconded; motion approved.

Respectfully submitted,

Kelly Johnston  
Recording Secretary