

Buffalo County Minutes

Committee/Board: Highway Committee

Date of Meeting: Tuesday, July 16, 2019

Electronic and Hard Copy Filing Date:

Mr. Larry Grisen called the meeting to order at 9:00 a.m.

Board Members Present: Mr. Larry Grisen, Mr. David Danzinger, Mr. Dennis Bork, and Mr. Michael Taylor.

Others Present for All or Parts of the Meeting: Mr. Bob Platteter, Ms. Roxann Halverson, Ms. Sonya Hansen, Ms. Diane Prenot, and Mr. Jim Palkowski.

Review/Discussion/Action regarding Minutes of the Previous Meeting: Mr. Bork made a motion to approve the previous meeting minutes, seconded by Mr. Taylor. Carried.

Public Comments Regarding Posted Agenda Items: None.

Review/Discussion/Action regarding Approving Vouchers: The invoice for the bike trail was discussed. This will be reimbursed by the grant. Mr. Taylor made a motion to approve the vouchers, seconded by Mr. Danzinger. Carried.

Review/Discussion/Action regarding ATV Routes: Mr. Danzinger brought a map showing the Jackson and Clark County ATV trail system. The map shows which roads are open to ATV use. Mr. Platteter explained that these counties have state trails and the roads are just used as routes, not the main trail system. Mr. Platteter also explained that some of the counties that have road routes are considering closing them due to issues that have arisen. Mr. Danzinger explained he is still hearing that there is a push to get the roads open in the northern part of Buffalo County. Chair Grisen explained there will need to be approval of the towns before the county will take any action.

Review/Discussion/Action regarding Staffing (Patrolman Position, Resolution for Split Position between Recycling and Highway, Additional Seasonal Mower, Resolution for Additional Part-Time Staff, Committee Member Vacancy):

- Patrolman Position: Mr. Platteter explained the Patrolman position was filled. Mr. Joe Serum started work on Monday.
- Resolution for Split Position between Recycling and Highway: Mr. Bruce Fuerbringer created the resolution presented today. This position was agreed upon by both the Recycling Committee and the Highway Committee. The position will be posted internally in the Highway Department for one week to see if there is interest from within. If there is then the open position will be backfilled. A discussion was held on what happens to the position if things in Recycling change. There are a couple of ways this could go. The person could move to full-time in either department as there is a need for staffing. This would be

decided if there would be a need to change the position. The funding for a portion of the position will come from highway services and not levy money. Mr. Taylor made a motion to approve the resolution, seconded by Mr. Bork. Carried.

- Additional Seasonal Mower Position: Mr. Platteter discussed the need for additional staffing. It had been approved in the past to hire four Seasonal Mowers, but only three were hired. He would like to hire the fourth person as mowing operations are behind due to weather and availability of one of the other mowers. There are enough mowers to have four people doing this work. A discussion was held on how state roads are mowed. Mr. Platteter explained that state roads are only allowed to be mowed once per year and within a certain timeframe. He understands that some people will be upset as there will be no fall mowing on state roads, but there is nothing he can do. The state will only allow and pay for one mowing and that mowing must be done by July 15th. Mr. Danzinger made a motion to approve hiring a fourth person for seasonal mowing, seconded by Mr. Taylor. Carried.
- Resolution for Additional Part-Time Staff: Mr. Platteter discussed how the cap on the amount of PTO has hurt some of the staff and they are forced to take time off during peak season. This is a concern for him as he needs to get construction projects done before the weather changes. By hiring a part-time limited term employee he can allow the current staff to have their time off without fear of falling behind. He has talked with other counties and the part-time rate of pay and being limited term would be difficult to find qualified people. He felt if the pay was enough he could find someone even though it is limited term. A discussion was held on the county doing work for the towns. This may need to be reevaluated if we are falling behind on our own roads. Contracting out some of the work was also discussed. Mr. Danzinger made a motion to not take action on this resolution, but to allow Mr. Platteter to use staff from other counties to keep up on the workload, seconded by Mr. Taylor. Carried.
- Committee Member Vacancy: Chair Grisen explained that with the resignation of a County Board Supervisor the Highway Committee is now down one member. A discussion was held on if another member was needed. The Committee of the Board has been doing work on combining committees and adjusting the number of members on each committee. The Highway Committee agreed to leave membership at four until the election in April.

Review/Discussion/Action regarding Equipment (Sign Truck Replacement, Review of Bids and Approve Resolution for One New Front End Loader, Mowing Tractor and Excavator Rentals):

- Sign Truck Replacement and Resolution for One New Front End Loader: Mr. Platteter explained that the estimated cost of replacing the sign truck was higher than what was budget for this year. The cab and chassis was already purchased, but the box and attachments have been hard to locate as the original company is no longer in business. There was \$120,000.00 budgeted and the quote just received was for \$168,000.00 (including the cab and chassis). Mr. Platteter explained that with this additional cost and the bid on the front end loader his budget will be over by approximately \$1,000.00. The committee discussed looking into a used front end loader to save on costs. This piece of equipment is not used as often as other equipment. Mr. Platteter would like to

demo the Volvo and John Deere that are on the bids and believes he could get the companies to lower their bid price to stay in budget. Mr. Bork made a motion to hold off on the front end loader until the next meeting to allow time to obtain prices on a used model, seconded by Mr. Danzinger. Carried.

- Mowing Tractor and Excavator Rentals: There is currently a tractor with mower, and an excavator the Highway Department is renting. At this time these are being used on the state roads. The excavator is being used on Highway 37 to clean out some ditches that have filled in due to all the rain we have had. The only drawback to renting is there will be a loss of revenue because the department is reimbursed for machinery they own.

Review/Discussion/Action regarding Building and Grounds (Fuel Tanks, Waumandee Building):

- Fuel Tanks: Mr. Palkowski explained he has been working on getting pricing for the larger fuel tanks. He does caution that he will need to start using the additive at an earlier date and a larger amount, as with these larger tanks the fuel will not be consumed as fast. He recommends not going with a 10,000 gallon tank and getting bids on smaller ones. The committee would like him to obtain bids on a 10,000 gallon tank and a 6,000 gallon tank.
- Waumandee Building: Mr. Platteter explained that there is an agreement to pay for half of the painting of the Waumandee building. He explained to the Town of Waumandee if they take the lead on this project they can pick the color, but if he is to take the lead it will be painted to match the rest of the Highway buildings.

Review/Discussion/Action regarding Roads and Bridges (Construction Schedule, Additional Town Work, Disaster Damage Aids for CTH S, Emergency Joint Project Petition for Town of Alma, Culvert Install CTH O, Cost Estimate for Mill and Fill on 1.3 miles of CTH E):

- Construction Schedule: Mathy Construction is set to bring in their plant the week of Labor Day. The paving schedule will be based on when the plant is put in. The completion of replacing culverts has been pushed out three weeks. Milling and rolling has moved up on the schedule. Construction should be complete by the end of October if Mathy installs the plant on time.
- Town Work: There are lots of towns looking for assistance with road projects. Mr. Platteter believes this is because the county can do the job cheaper than a private company. The Town of Nelson is looking for five miles of chip seal. The Town of Milton is looking for two miles of chip seal. The Town of Mondovi needs culvert work done and has had a crack fill project completed for them. Town of Naples needed work done, but there is not enough time or staffing to complete the work. Town of Dover had a joint project that has now been completed. Town of Glencoe needed culvert work, but this was turned down. Town of Lincoln rents equipment from the county and does their own work. Mr. Platteter is concerned on getting all the work done and believes he will need to ask for assistance from Pepin County.
- Disaster Aids: There was a road failure on County Road S. The hill on the side of the road slid out. Some piano rock was put in place to keep the road where it is for now, but will need some work done to it. Mr. Platteter was able to apply for disaster aid and did receive confirmation that it is eligible. This program will pay

for 75% of the costs and the county will pay for the rest. Mr. Taylor made a motion to apply and use disaster aids for County Road S, seconded by Mr. Bork. Carried.

- Emergency Joint Project Petition for Town of Alma: The Town of Alma needs a culvert replaced on Anderson Road. The cost of the entire project is \$1,500.00 and is split between the town and county. Mr. Danzinger made a motion to approve the emergency joint project, seconded by Mr. Taylor. Carried.
- Culvert Install CTH O: There is a large culvert system near the elk farm and the city building that is filling with silt and failing. The road will be closed next week while the project is completed. The old culvert and overflow will be removed and newer larger culverts and overflows will be installed.
- Cost Estimate for Mill and Fill on 1.3 Miles of County Road E: Mr. Platteter explained that there will need to be a retaining wall installed and then 1-2 inches of the asphalt will be milled and filled. He is hoping to get the retaining wall built this fall and the road next spring. During construction the road will be down to one lane with temporary traffic lights installed. The estimated cost of the project is \$175,000.00. The wall portion will be covered by FEMA.

Review/Discussion/Action regarding Budget Review: Ms. Prenot explained that she has everything officially closed through May. The budget at this time appears to be on schedule, but does not include any construction costs yet. She will have a better picture in August once some construction bills are entered.

Ms. Hansen explained that the bid paperwork will be sent out to the banks soon for the highway loan. This should keep everything on schedule to go to County Board in August.

Highway will meet with the Finance Committee on the first week in August to review the 2020 budget. Ms. Prenot will include the limited term position, a fourth person for mowing, and the regular budgetary items.

Review/Discussion/Action regarding LDG Road School (Sept. 17-19, 2019 in Green Bay, WI): Mr. Platteter explained this schooling is for all the Foremen to attend. There will be four going, Kelly, Jim, Dennis, and John. Ms. Hansen asked if spouses go along to this conference. Mr. Platteter explained in the past they have been allowed, but they pay their own way for things. Mr. Bork made a motion to approve sending the four Foremen to Road School, seconded by Mr. Taylor. Carried.

Review/Discussion/Action regarding the Commissioner's Report: Mr. Platteter reported that a portion of the culvert inventory project is done. The Intern has now moved onto the Land Conservation Department. The Intern did indicate that some culverts were initially missed as the grass and weeds along the road had grown so much that finding them was difficult. Culverts that were found were marked with PVC piping. This project will need to be finished so that the efforts put in are not lost.

Review/Discussion/Action regarding the Committee Member's Report: A discussion was held on the location and installation of the weather cameras. The

camera that was on the school in Mondovi is going to be moved to Larry's Lookout and the camera at CFC School will be moved to the Winona junction at the chiropractic office. The Mondovi School has allowed access to their cameras so there is not one needed there any longer. The one at CFC School was never operational due to some security settings the school has.

Chair Grisen asked about a policy for employees due to the heat. Mr. Platteter explained that there is water in the trucks to keep staff hydrated.

Mr. Platteter discussed the Towns Association meeting. There will be some upcoming discussion on how to change the TRIP program and how the funds are divided up.

Ms. Hansen explained the LAWCON grant contract has been received. Mr. Schmidt is looking it over before it is signed. This will move the bike trail project along. The next step is to get everything turned over to the Administration Office to continue work on the project.

Next Meeting Date and Time: The next meeting date will be August 6th at 9:00 a.m.

Public Comments: None.

Mr. Taylor made a motion to adjourn at 11:24 a.m., seconded by Mr. Bork. Carried.

Respectfully Submitted,

Roxann Halverson
County Clerk