

## BUFFALO COUNTY MINUTES

Committee of the Board: Buffalo County Highway Committee

Date of the Meeting: August 6, 2019

Chair Mr. Larry Grisen called the meeting to order at 9:00 a.m. in the conference room of the Buffalo County Highway Department, Alma, Wisconsin.

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

**Others Present for All or Parts of the Meeting:** Ms. Sonya Hansen and Mr. Bob Platteter and Mr. Jim Palkowski.

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

**Review/Discussion/Action Regarding Minutes of the Previous Meeting:** A motion was made by Mr. David Danzinger seconded by Mr. Dennis Bork to approve the minutes of the prior meeting of July 16, 2019 as sent. Motion Carried.

**Review/Discussion/Action – Read and Approve Vouchers:** A motion was made by Mr. Dennis Bork seconded by Mr. David Danzinger to approve the vouchers as presented. Motion Carried.

**Consideration/Action – ATV Routes:** Mr. Bob Platteter stated that this matter was placed on the agenda in error and that he had nothing additional to report. Mr. Larry Grisen stated that the position of the Committee remains unchanged and that any ATV route through the County would need support by the Townships prior to any formal action taken by the County.

**Consideration/Action – Staffing/ Seasonal Mowing:** Mr. Bob Platteter informed the Committee that he had made a verbal offer for the individual to start on Monday.

Ms. Sonya Hansen informed the Committee that she had been approached by one of the seasonal employees requesting the County to consider increasing the part-time seasonal wages as they are below surrounding counties and that no benefits are paid.

**Consideration/Action – Equipment:**

**Resolution to Purchase Sign Truck Body Assembly:** Mr. Bob Platteter explained that the original company they were working with to build the sign truck with the necessary attachments is no longer in business. They advertised for bids for the platform, cabinets, crane and hydraulics and received a quote for \$103,398.00. A motion was made by

Mr. Dennis Bork seconded by Mr. Michael Taylor to approve the resolution to purchase the attachments for the sign truck up to \$103,398.00 from the Highway Department's retained earnings. Motion Carried.

**Review Pricing on Front End Loader, New vs. Used:** The Committee reviewed the pricing for a used or new Front End Loader showing that it was more advantageous to purchase new equipment due to government discounts and warranties.

**Resolution to Purchase One Front End Loader:** Mr. Jim Palkowski stated that they are in the process of setting up a demo for the Volvo and John Deere Front End Loaders. He and Mr. Bob Platteter would like the option to approve up to \$147,300 so that they can purchase either equipment after the demo. A motion was made by Mr. Michael Taylor seconded by Mr. David Danzinger to amend the resolution to grant authorization to expend up to \$147,300 of the Highway Department's Retained Earnings for the purpose of acquiring one new Front End Loader. Motion Carried.

A motion was made by Mr. Michael Taylor seconded by Mr. David Danzinger to approve the Resolution to authorize the purchase up to \$147,300 of the Highway Department's Retained Earnings for one new Front End Loader. Motion Carried.

#### **Consideration/Action – Buildings & Grounds:**

**Fuel Tanks:** Mr. Bob Platteter informed the Committee that they had received some quotes for double wall fuel tanks for a 6,000 gallon tank in the amount of \$17,200 and for a 10,000 gallon tank in the amount of \$23,948. He indicated that there are additional costs that may be incurred with moving towards larger tanks. The Committee requested that Mr. Platteter prepare a document that identified each of the tanks, tank capacity, location and usage to assist in making any changes.

**Waumandee Building:** Mr. Bob Platteter stated that he had nothing new to report at this time.

#### **Consideration/Action – Roads & Bridges:**

**Construction Schedule:** Mr. Bob Platteter reported that they are on schedule or a week ahead of schedule on construction projects.

**Maintenance:** Mr. Bob Platteter reported that they will be working with a different supplier to chip seal the Alma bluff the last week in August. He stated that they ended up spending more money to save bluff roads as they had to build some curbs to control the water flow. He indicated that when people report, law enforcement report, postal workers report or highway staff find issues with roads, a list is developed and then prioritized to repair or fix the issue.

**CTH E Wall:** Mr. Bob Platteter stated that this is a FEMA Project and is estimated to be \$130,000 to fix by removing the hill and wall and then putting it back. The first engineering quote was \$40,000 and they are waiting for another quote.

**CTH TT:** Mr. Bob Platteter informed the Committee that he had met with Gee Asphalt and received a quote for \$26,000 for 2 miles for seal coating CTH TT. This process does not resolve cracking issues and needs to be repeated every 5 years. He indicated that chip sealing costs about \$15,000 to \$16,000 per mile. A motion was made by Mr. David Danzinger seconded by Mr. Michael Taylor to chip seal CTH TT. Motion Carried.

**Consideration/Action – Review of 2020 Budget Proposal:**

Mr. Bob Platteter presented the proposed 2020 budget to the Committee. A motion was made by Mr. Michael Taylor seconded by Mr. David Danzinger to have Mr. Bob Platteter present the budget to the Finance Committee as prepared. Motion Carried.

**Consideration/Action – CHEMS Conference & Training (October 16-18) in Wausau, Wisconsin:**

A motion was made by Mr. Dennis Bork seconded by Mr. Michael Taylor to approve the attendance for the CHEMS Conference and Training as presented. Motion Carried.

**Commissioner’s Report:** Mr. Bob Platteter stated that he would like to see the PTO policy reviewed as he has staff reaching policy limits and there is work that needs to be completed during the construction period. Chair Mr. Larry Grisen indicated that the Human Resource Committee is looking at this issue.

**Committee Member’s Report:** Discussion was held regarding staff members accepting gifts such as a golf outings and policy. Ms. Sonya Hansen indicated that there is policy that employees cannot accept gifts of value.

Discussion was held regarding the need for policy on selling of surplus property and Ms. Sonya Hansen stated that she is working on a new purchasing policy.

Next Meeting is scheduled for September 9, 2019 at 9:00 a.m.

Mr. Dennis Bork made a motion to adjourn seconded by Mr. Michael Taylor at 11:04 a.m. Motion Carried.

Respectfully submitted,

Sonya J. Hansen  
Recording Secretary