



Marinette County
PUBLIC WORKS DEPARTMENT

HIGHWAY DIVISION

Mark A. Desotell
Director – Highway Commissioner

Lynn Schingick
Office Manager

Meeting of the Highway Committee
Wednesday, August 3, 2011
9:00 a.m.
Peshtigo Highway Office

Members Present: Chair Bousley, Supervisors Sharpe, Bauer, and Kaufman

Members Excused: Vice Chair Policello

Others Present: DPW Director Desotell, Supervisors Carl Meverden & Joe Baranek, Office Manager Lynn Schingick, Kellie Hartman and press

1. Meeting Called to Order

Meeting called to order by Chair Bousley at 9:00 a.m.

2. Approve/amend Agenda

To approve the agenda as presented. **Motion** (Sharpe/Bauer) carried.

3. Approve/correction of minutes

Motion (Sharpe/Bauer) to amend the minutes of July 20, 2011, item #10 - 2010 projected equipment needs to read as follows: request Administration consider three options: consider changing accounting system, transfer more construction funds into equipment fund, or consider long term borrowing for highway construction. Motion carried.

Motion (Shirley/Bauer) to approve the July 20, 2011 minutes as amended. Motion carried.

4. Public Comment

None

5. Summary of 2012 preliminary DPW budget meeting with Administration

The Commissioner updated the Committee regarding his meeting with Administration on July 21, 2011 concerning the 2012 DPW budget. The Commissioner explained to Administration the Highway Committee's position regarding the 2012 projected equipment needs and should consider three options: consider changing the accounting system, transfer more construction funds into the equipment fund, or consider long term borrowing for highway construction. The Commissioner explained in the past the equipment fund received tax levy, which was stopped in 2004 – 2005. The current system is not a solution to replace equipment within reasonable intervals. The Committee requested a list of Highway equipment priorities be sent to them before the next Committee meeting on August 17, 2011. No action taken.

6. Condition of dump boxes on #'s 117 & 118 single axle snowplow trucks

Motion (Bauer/Sharpe) to have the shop foreman review the trucks #117 & #118 to see if the long sills can be repaired and to return to the Committee with the findings. Motion carried.

7. Request by St. Mary's Catholic Church for a yield sign on CTH W

Motion (Bauer/Kaufman) to give St. Mary's Church permission to use the temporary "yield to pedestrian" sign they purchased for traffic control during their church services, subject to Corporation Council review. Motion carried.

8. Pay request #3 from the Village of Coleman

The Commissioner summarized the Village of Coleman's pay request #3 in the amount of \$152,415.32. The Pay request #3 will be approved with the vouchers according to the State Municipal Agreement. No action taken.

9. Construction projects updates including CTH I & L

The Highway Commissioner presented costs to date summaries on CTH I & CTH L relative to the 2011 budgeted amount. The highway crew will begin paving CTH I as weather permits. Beginning the dirt work on CTH L and possibly leaving the surface as gravel until the spring of 2012 was discussed. No action taken.

10. 2012 bridge aid petitions

Bridge aid petition received:

Town of Dunbar	Lily Lake Rd	\$5,399.78
Town of Middle Inlet	Sweetheart City Road	\$8,500.00
Town of Porterfield	Bagley Road	\$3,354.66

Motion (Sharpe/Kaufman) to approve the requests for bridge aid petitions. Motion carried.

11. 2012 user fees

Motion (Bauer/Kaufman) to approve the 2012 user fees and to forward to the County Board for approval. Motion carried.

Supervisor Bauer was excused at 11:00 a.m.

12. Correspondences

The Commissioner read the correspondences to the Committee Members and made available for their review.

13. Highway Department report on activities

A spreadsheet was distributed to explain the projects that the employees were working on, along with how many hours spent on each effort. Projects worked on were CTH I, centerline striping, illegal sign removal in state right-of-way, patching, sign repairs, brush cutting and general maintenance. No action taken.

The Commissioner reported the employee time clocks should be operational during the week of August 8, 2011. No action taken.

The Commissioner explained quotes were received for Engineering Services to repair the Crivitz Shop roof. The Committee will act on this at their next Highway Meeting. No action taken.

Updates were given on the repairs of trucks #197, #198 and the excavator. The retro-fits of trucks #191 – #195 and #183 – #186 are nearing completion. A break away valve in the handle of the unleaded fuel pump in Crivitz needed to be replaced.

14. Schedule of Vouchers

Motion (Kaufman/Sharpe) to approve the vouchers in the amount of \$305,201.30 as presented. Motion carried.

15. Next Meeting Date

The next meeting date will be on August 17, 2011 at the Peshtigo Highway Shop beginning at 9:00 a.m.

16. Adjournment

Motion (Kaufman/Sharpe) to adjourn the meeting at 12:22 p.m. Motion carried.

Kellie Hartman/Administrative Assistant
Date approved/correct