



**Marinette County  
PUBLIC WORKS DEPARTMENT**

**HIGHWAY DIVISION**

**Mark A. Desotell**  
Director – Highway Commissioner

**Lynn Schingick**  
Office Manager

**MINUTES  
Meeting of the Highway Committee  
Thursday, January 19, 2012  
1:00 p.m.  
Peshtigo Highway Office**

**Members Present:** Chair Bousley, Vice Chair Policello, Supervisors Sharpe, Bauer and Kaufman

**Members Absent/Excused:** Mel Sharpe

**Others Present:** DPW Director Desotell, Mayor of Peshtigo Al Krizenesky, City of Peshtigo George Cowell, Henderson Products Eric Sexton, Casper's Truck Equipment Gene C. Lee, Construction Supervisors Carl Meverden & Joe Baranek, Purchasing Supervisor/Shop Foreman Don Duddek, Mark Stepien and Kellie Hartman

**1. Meeting Called to Order**

Meeting called to order by Chair Bousley at 1:00 p.m.

**2. Approve/amend Agenda**

Item #8 was moved after item #5. To approve the agenda as amended. **Motion** (Bauer/Kaufman) carried.

**3. Approve/correction of minutes**

**Motion** (Policello/Bauer) to approve the January 4, 2012 minutes as presented. Motion carried.

**4. Public Comment**

None

**5. Unit #197 possible exchange of multi-purpose dump box with standard dump box**

Casper Truck offered to create a bullet list for the operators and mechanics on the proper maintenance of a multi-purpose dump box. They will also sponsor one day of training for the operators and mechanics. An extension of the existing warranty was discussed. Casper's will have a written warranty agreement for the Committee to approve at the February 1, 2012 Highway Meeting. No action taken.

**6. 2012/2013 snow removal services for local municipalities**

Peshtigo Mayor Al Krizenesky and City Engineer George Cowell addressed the Committee regarding the snow removal for the City of Peshtigo. They said the City appreciates the snow removal services offered by the County and would like these services to continue. If the County decides to discontinue plowing for local municipalities, the City could assume the responsibility of snow removal but equipment would need to be purchased. No action taken.

**7. Agreement for snow removal on CTH C within the Village of Wausaukee**

**Motion** (Policello/Kaufman) to adopt the agreement with the Village of Wausaukee for snow removal on CTH C, to forward to the County Board for approval and to permit the Highway Commissioner to sign the agreement if the County Clerk's signature is not required. Motion carried.

**8. Quotes received for fuel tank monitoring system at all three shops**

Quotes received:

Walts Petroleum	\$8,687.50
Oil Equipment	\$12,074.00

**Motion** (Bousley/Bauer) to accept the low bid from Walts Petroleum for the amount of \$8,687.50. Motion carried.

**9. Bid version of the RFP's for the excavator, loader and truck chassis**

The Commissioner read the changes made to the excavator, loader and truck chassis specification resulting from a meeting with three equipment operators and the Highway foremen. **Motion** (Policello/Bauer) to approve the updates to the specifications. Motion carried.

**10. Draft RFP's for geo-synthetic, liquid asphalt, culverts, rubberized crack sealants, silt fence and truck & grader blades**

**Motion** (Bauer/Kaufman) to approve the RFP's for geo-synthetic, liquid asphalt, culverts, rubberized crack sealants, silt fence and truck and grader blades. Motion carried.

**11. Correspondences**

None

**12. 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 snow removal after storm events, illegal sign removal, patching, sign repairs, brush cutting and general maintenance. No action taken.

**13. Informational: Reports on equipment/machinery and buildings/grounds by Highway Supervisors and Shop Foreman**

Don Duddek said he was approached by B & B Metals and they are interested in buying our scrap metal. Duddek also reported that B. and B. Metals offered to buy unit # 131, as is. It would deduct the weight of the tires, then pay the County for the remaining weight at the rate of \$260.00 per ton. Duddek was instructed by the committee to sell unit #131 to B. and B. Metals at the quoted price. (Unit # 131 was declared surplus by the Committee at the 8-11-2011 meeting. Unit # 131 was also offered for sale at the County Surplus Auction, 10-1-2011, no qualified bids were received.)

**14. Schedule of Vouchers**

**Motion** (Policello/Bauer) to approve the 2012 vouchers in the amount of \$54,055.72 as presented. Motion carried.

**Motion** (Policello/Bousley) to approve the 2011 vouchers in the amount of \$120.00 as presented. Motion carried.

**15. Next Meeting Date**

The next meeting date will be on February 1, 2012 at the Peshtigo Highway Shop beginning at 9:00 a.m.

**16. Adjournment**

**Motion** (Policello/Bousley) to adjourn the meeting at 4:55 p.m. Motion carried.

Kellie Hartman/Administrative Assistant  
Date approved/correct