



**Marinette County**  
**PUBLIC WORKS DEPARTMENT**

**HIGHWAY DIVISION**

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

**Lynn Schingick**  
Office Manager

**Meeting of the Highway Committee**  
**Wednesday, June 15, 2011**  
**9:00 a.m.**  
**Peshtigo Highway Office**

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

**Others Present:** DPW Director Desotell, Finance Director Pat Kass, Aring Equipment Scott Shield, AECOM Tom Boguszeski, Construction Supervisors Carl Meverden and Joe Baranek, Highway Purchasing Supervisor Don Duddek, 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 amended. **Motion** (Sharpe/Bauer) carried.

**3. Approve/correction of minutes**

**Motion** (Policello/Bauer) to approve the June 1, 2011 minutes as presented. Motion carried.

**4. Public Comment**

Tom Boguszewski with AECOM addressed the Committee regarding their firm's available services and requested to be considered for future requests for proposals.

**5. Update on the excavator repairs**

Scott Shield with Aring Equipment distributed a report detailing the no-cost warranty repairs completed over the past 5 years for the Volvo excavator. Scott also indicated that any current repair concerns not yet mitigated along with any re-occurring issues would be resolved even beyond the 5-year warranty period scheduled to expire on 6/28/11. A discussion regarding a possible extended 1-year warranty period to be provided in writing by Aring/Volvo prior to the expiration of the existing warranty concluded with Scott indicating that he would explore that option and report back to the Highway Commissioner prior to the expiration date. No action taken.

**6. Draft RFP on steel roof materials for the Crivitz storage shed**

The Highway Commissioner updated the committee regarding the development of an RFP for steel roof material purchases and discussed colored steel options for the roof and one side of the existing shed while the remaining sides were to remain unchanged as the existing galvanized steel is adequate. No action taken.

**7. Pay request Village of Coleman on CTH B**

**Motion** (Sharpe/Bauer) to approve the pay request #1 from the Village of Coleman for \$46,103 according to the County/Municipal Agreement for the completed portion of CTH B roadway project. Motion carried.

**8. Summary of costs to date on CTH I, L, R/W and GG**

The Highway Commissioner presented cost summaries of the ongoing listed projects relative to the 2011 budgeted amounts. No action taken.

**9. Request for Proposals for repairs to the Crivitz Shop roof**

**Motion** (Policello/Sharpe) to authorize the Commissioner to distribute a Request for Proposal (RFP) for the purchasing of materials to repair the steel roof of the Crivitz storage shed and to develop an additional RFP for the contracted repairs of existing leak problems of the Crivitz main shop with funding to be made available through the 2011 operating cash balance. Motion carried.

**10. Transfer of 2010 tax levy from Highway Fund (701) to County Roads & Bridges Fund (201)**

**Motion** (Bauer/Policello) to recommend to the Finance Committee to transfer the 2010 tax levy collected from Highway Fund (701) to the County Roads & Bridges Fund (201). Motion carried.

**11. WCHA Resolution #09-2011 memorializing Steve Dill**

Commissioner Desotell read the WCHA Resolution #09-2011 memorializing the service and commitment of Steve Dill as read at the WCHA 100<sup>th</sup> Anniversary Road School held on June 8<sup>th</sup> at the Wisconsin Dells. Steve Dill served on the Highway Committee for six years from 2006 to 2011 and was a County Board Supervisor from 2004 to 2011. No action taken.

**12. Request for Proposals for purchase of radios**

**Motion** (Bauer/Sharpe) to authorize the Commissioner to draft a Request for Proposal for purchase of the remaining mobile radios necessary to comply with upcoming narrow-banding requirements and to return to the Committee with a recommendation. Motion carried.

**13. Correspondences**

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

**14. Highway Department report on activities**

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

**15. Schedule of Vouchers**

**Motion** (Sharpe/Policello) to approve the vouchers in the amount of \$174,857.01 as presented. Motion carried.

**16. Next Meeting Date**

The next meeting date will be on July 6, 2011 at the Peshtigo Highway Shop beginning at 9:00 a.m.

**17. Adjournment**

**Motion** (Policello/Sharpe) to adjourn the meeting at 11:25 a.m. Motion carried.

Kellie Hartman/Administrative Assistant  
Date approved/correct