



Marinette County PUBLIC WORKS DEPARTMENT

HIGHWAY DIVISION

Mark A. Desotell
Director – Highway Commissioner

Paul VanBeek
Patrol Superintendent

Lynn Schingick
Office Manager

MEETING OF THE HIGHWAY COMMITTEE WEDNESDAY, OCTOBER 1, 2008 9:00 A.M. PESHTIGO HIGHWAY SHOP

Members Present: Chairman Bousley, Vice Chairman Sharpe, Supervisors Dill, Greason and Bauer

Members Absent/excused:

Others Present: Commissioner Desotell, Purchasing Manager Duddek, Bob Fraik County Board Supervisor and Kellie Hartman.

- 1. Call to order**
Meeting called to order by Chairman Bousley at 9:05 a.m.
- 2. Approve Agenda**
Approved agenda as presented. **Motion** (Sharpe/Bauer) carried. No negative vote.
- 3. Approve/Correction of Minutes**
The September 17, 2008 minutes were approved as presented. **Motion** (Greason/Bauer) carried. No negative vote.
- 4. Michael Cassidy, concerns about highways in District 26**
Michael Cassidy was unable to attend the meeting. No action taken.
- 5. Correspondence from David Vieth of WisDOT regarding CY 2008 RMA Expenditures and CY 2009 RMA Budget**
Commissioner Desotell distributed copies of the documents received from David Vieth of WisDOT regarding the 2008 RMA expenditures and the 2009 RMA Budget. The documents illustrated Marinette County's ranking on labor, equipment and material expenditures in 2008 compared to other Wisconsin Counties. Also reviewed were the 2008 & 2009 budget costs comparisons for County Highway Maintenance. No action taken.

- 6. Contractor's application for payment and change order for CTH CP project in Village of Coleman**
Commissioner Desotell explained the breakdown of the contractor's pay request for the CTH CP project in the Village of Coleman. The payment will be considered for approval with the vouchers. No action taken.
- 7. Heating and air conditioning maintenance service proposal from HVAC-R of Marinette**
Commissioner Desotell explained the heating and air conditioning systems for all three Highway Shops haven't been under a maintenance contract for the past five-years. The Commissioner asked HVAC-R of Marinette to submit a proposal for services to cover a one-year period. It was indicated that the proposal would provide 70 to 75 hours of service maintenance; which the Commissioner recommended the Committee approve. **Motion** (Greason/Bauer) to accept HVAC-R of Marinette proposal for 70 to 75 hours of labor for the amount of \$4,850.00. Motion carried. No negative vote.
- 8. CTH BB Bike/Ped Lane Grant Application notice of unsuccessful application**
The Highway Department received notification that their application for CTH BB Bike/Ped Lane Grant was denied. The Commissioner will explore the reasons behind the denial to determine if it was due to lack of program funding. He will also attempt to determine if by explicitly targeting specific design parameters if we would have a better chance of being approved during the next application cycle. No action taken. Supervisor Dill arrived at 9:45 a.m.
- 9 Review Informational letter from TOKI & Associates, Inc. regarding project I.D. 9072-02-72 CTH T (Roosevelt Road) regarding errors & omissions**
Commissioner Desotell explained the errors & omissions letter by stating Coleman Engineering is requesting reimbursement from Ayres & Associates for errors & omissions relative to the design plans. Final project accounting will be provided through WisDOT. No action taken.
- 10. Review correspondence on 2009 general transportation aids estimate**
The 2009 General Transportation Aids Estimate, as provided by WisDOT, was distributed for the Highway Committee's review. The estimated 2009 payment for Marinette County totaled \$1,358,093.59 and this information was provided to the Finance Department for inclusion in the 2009 budget calculations.

11. Set fall road tour Itinerary

The fall road tour is set for October 15th, 2008. The meeting will begin with regular business at 8:00 a.m. at the Peshtigo Highway Shop and will end with a tour of the county roads. No action taken.

12. Highway Department report of activities

Don Duddek reported on work performed by the county crews on State, County and Town routes including mowing second cut on all state sections, general maintenance, garbage pickup, pot hole repair and sign repairs.

13. Schedule of Vouchers

Motion (Greason/Dill) to approve the voucher as presented. Motion carried. No negative Vote.

14. Next Meeting Date

The next meeting date is scheduled for Wednesday, October 15, 2008 at 8:00 a.m. at the Peshtigo Highway Shop.

15. Adjournment

Motion (Greason/Dill) to adjourn the meeting at 11:40 a.m. Motion carried No negative vote.

Kellie Hartman, Assistant Office Manager
Date approved/corrected: