



Menominee County Highway Department

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Menominee County Highway Committee Regular Meeting Minutes December 12, 2017

1. **Call to Order.** 9:17 a.m. Note: Time delay due to serve outage.
2. **Roll Call.** Anthony Waupochick, Chairman; Elizabeth Arnold, Vice-Chairperson; and James Lowey, member. A quorum was present. Others present: Jeremy C. Weso, Highway Commissioner; Kourtney Erickson, Asst. Finance Director & Highway Office Manager; Steve Wilke, Patrol Supervisor.
3. **Community Input**
 - A. Waupochick asked about a tree by the post office that needs to come down. The Patrol Supervisor informed the committee that crews will be taking down the tree this coming week.
4. **Approval of Minutes**

Motion by E. Arnold to approve the minutes of October 10, 2017. Second by J. Lowey. Motion carried.
5. **Commissioner's Report**

The Commissioner's written report was discussed by the Committee. The following are highlights and/or topics of discussion:

 - a. The Commissioner gave an update on the status of the snowplow trucks. Six trucks are currently operational, but the other two should be operational by week's end.
 - b. The Commissioner reported about the smell of mercaptan in the facility for about five days. He explained that Ferrelgas had failed to inspect and fill our LP tanks causing them to run out.

Motion by J. Lowey to approve the Commissioner's report. Second by E. Arnold. Motion carried.
6. **2018 Budget discussion Revisit 2018 Truck Purchases**

The Committee discussed whether two trucks or three trucks should be acquired. Over the next two to three years, five trucks in total will need to be replaced. If only two trucks are purchased now, the next purchase will entail three trucks for certain. One of the committee members preferred the purchase of only two trucks unless the dealer could assure that a volume purchasing discount would be provided. The Committee settled on the purchase of three trucks regardless of the discount; the Commissioner, however, will still attempt to secure a volume purchasing discount.

Motion by E. Arnold to approve the purchase of three trucks. Second by A. Waupochick. Motion carried. 2 in favor, 1 abstain (J. Lowey).

7. Monthly Expenditures

There was an update to the memo for the credit card payment leaving the total payables for the month at \$41,247.45.

Motion by J. Lowey to approve the monthly expenditure report as listed. Second by E. Arnold. Motion carried.

8. Financial Report

The financial report for September 2017, was included in the meeting packet. Year-to-date revenues were \$1,478,348.65. Year-to-date expenditures were \$1,399,957.12 The financial statement shows an operating surplus of \$78,391.53.

Motion by J. Lowey to approve the financial report. Second by E. Arnold. Motion carried.

9. Committee Travel Authorization. There was no travel to discuss or approve.

10. Agenda Items for Next Meeting. The Committee asked for an update on the truck situation and also on the new employee.

11. Closed Session Pursuant to Wis. Stats 19.85(1)(c): Considering Employment of Truck Operators - Interviews

a. Motion by E. Arnold to go into closed session pursuant to Wis. Stats 19.85 (1) (c). Second by J. Lowey. Motion carried. Roll Call vote: Anthony Waupochick, Aye, Elizabeth Arnold, Aye, James Lowey, Aye.

b. Motion by J. Lowey to come out of closed session. Second by E. Arnold. Motion Carried

12. Any motions to be Recorded from Closed Session

a. Motion by J. Lowey to offer job to Saswaen Waukechon, than to Francis Reiter if S. Waukechon should decline the offer. Second by E. Arnold. Motion Carried.

b. Motion by J. Lowey to give the Commisioner authority to select and conditionally hire future appliciants for positions at the highway department, subject to Committee approval. Second by E. Arnold. Motion carried.

13. Adournment

Motion by E. Arnold to adjourn at 11:30 AM. Second by J. Lowey.

Minutes recorded and prepared by K. Erickson