



# Menominee County Highway Department

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## Menominee County Highway Committee Regular Meeting Minutes February 14, 2017

1. **Call to Order.** 9:03 a.m.
2. **Roll Call.** James Lowey and Anthony Waupoichick present. Elizabeth Arnold absent-excused. A quorum was present. Others present: Jeremy C. Weso, Steve Wilke, and Carolyn Tyler.
3. **Community Input.** Chairman Lowey asked how we would explain to the public that, despite having a surplus at the end of the fiscal year, we were not able to pave certain roads, such as Wood Duck. The Commissioner explained that we budget each year based on known-knowns; that is, what we are reasonably certain of in terms of revenues and expenses. What we are not always certain of is any special project funding that might come from the State. It is this additional funding that often results in the surpluses. This funding is county revenue, not town revenue. It is the town roads that are in need of paving; that surplus revenue cannot be used on town roads.
4. **Approval of Minutes.** The minutes were prepared but inadvertently not included in the meeting packet. Motion by A. Waupoichick to table item #4. Second by J. Lowey. Motion carried.
5. **Commissioner's Report.** The Commissioner's written report was discussed by the committee. The following are highlights of the discussion:
  - a. There were 45 snow plowing outings this season thus far and 21 alone in this reporting period.
  - b. The Commissioner's report included a salt usage graph that showed the impact of freezing rain on salt usage, which the Commissioner explained in more detail.
  - c. A. Waupoichick asked if the sand was harsher on the equipment. The Commissioner explained the difference between the sand-salt mix and the salt. The sand-salt mix is 1.5 times heavier than straight salt, so trucks cannot load as much in their boxes as they would salt. If the trucks are overloaded with sand-salt, the heavier loads can damage the hydraulic rams, leaf springs, and rims, and/or cause the boxes to not lift. The sand-salt also contains 5% salt, so they have to be mindful of corrosion.
  - d. The Commissioner discussed the potential for the Tribe to reduce funding for BIA roads the department maintains. A reduction by \$25,000 or more could result in reduction of hours or layoffs to at least one staff member.
  - e. The Commissioner discussed the highway improvements the State is planning to perform in 2020 on STH 47/55 from the Shawano bridge to the Shawano-Menominee County line.
  - f. The Commissioner discussed a voice-mail complaint the department received. The seasonal resident went too far with his complaint by making some derogatory comments about the operators.

- g. The Commission brought up his plans to attend the Spring Commissioner's training being held in Madison on March 27<sup>th</sup> and 28<sup>th</sup>.

Motion by A. Waupochick to approve the Commissioner's Report. Second by J. Lowey. Motion carried.

- 6. Discussion/Action: Mallard Bay Trail Pavement Project.** The Commissioner informed the Committee that the Tribe's Community Development Department had not yet gotten back to him regarding whether it could participate in the project. The delay was due to scheduling conflicts on the Tribe's part. Motion by A. Waupochick to table item #6. Second by J. Lowey. Motion carried.

## **7. Monthly Expenditures**

- a. The Committee reviewed the monthly expenditures for administration and the shop. Administration expenses came up to \$139,425.68. Shop expenses came up to \$30,940.76. The combined total of expenses was \$170,366.44.
- b. Chairman Lowey asked what the Tier 2 reporting was. The Commissioner explained that this was a report required by the Emergency Planning Community Right-to-Know Act (EPCRA), which we are required to send to Wisconsin Emergency Management each year. The report requires payment of a filing fee.
- c. Chairman Lowey asked what prokeys were from Syntech. The Commissioner explained that they are the key fobs we issue for access to the fuel pumps.

Motion by A. Waupochick to approve the monthly expenditures. Second by J. Lowey. Motion carried.

- 8. Financial Report.** The financial report that was reviewed was for December, 2016. Year-to-date revenues were \$1,432,541.62. Year-to-date expenditures were \$1,353,527.39. The year has tentatively closed out with a \$79,014.23 surplus. There may be some additional expenditures and revenues attributed to FY2016 before the accounting statements are closed, so the final numbers may change. Motion by A. Waupochick to approve the financial report. Second by J. Lowey. Motion carried.

- 9. Committee Travel Authorization.** Motion by A. Waupochick to approve the Commissioner's travel. Second by J. Lowey. Motion carried.

- 10. Agenda Items for Next Meeting.** Mallard Bay Trail Pavement Project is the only new agenda item for the next meeting.

- 11. Adjourn.** Motion by A. Waupochick to adjourn. Second by J. Lowey. Motion carried. Meeting adjourned at 9:50 a.m.

Minutes recorded by C. Tyler and prepared by J. Weso