



Menominee County Highway Department

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Menominee County Highway Committee Regular Meeting Minutes July 11, 2017

1. **Call to Order.** 9:03 a.m.
2. **Roll Call.** Anthony Waupochick, Elizabeth Arnold, and James Lowey, present. A quorum was present. Others present: Jeremy C. Weso, Highway Commissioner; Steve Wilke, Patrol Superintendent; and Pat and Dave Santkuyl, representatives of Menominee County Taxpayers Association.
3. **Community Input**

Pat Santkuyl and Dave Santkuyl introduced themselves as the representatives for the Menominee County Taxpayers Association. They have replaced Jim Skomski as the representatives of the organization assigned to the Highway Committee.
4. **Approval of Minutes**

No corrections/revisions. Motion by J. Lowey to approve the minutes of June 20, 2017. Second by E. Arnold. 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 announced that the bridge application for CTH M in Neopit was submitted to WisDOT. Jeremy and Steve were also working on two other applications: one for West Branch bridge and the other for Bear Trap Fall bridge. They learned that the sufficiency rating for both bridges was over 80 (out of 100), so they were ineligible for funding despite having a recommendation from the bridge inspector that the bridge decks be replaced. Additional discussion was held regarding the National Bridge Inventory rating, average daily traffic, and other factors that go into calculating the sufficiency rating.
 - b. The Commissioner informed the Committee that the department was caught up with RMA and Tribal road maintenance contract billings.
 - c. The Commissioner provided another update on the Office Manager's medical leave.
 - d. J. Lowey asked about the status of paving on Rabbit Ridge Road and Rabbit Ridge Court. The Commissioner stated that the plan is still to have the two roads paved using Local Road Improvement Program funds and Town funding. The department is waiting for the Tribe to proceed with the sidewalk installation first. The department will be meeting with Tribal representatives on August 9th to discuss the two projects further.

- e. A. Waupochick asked if the Commission or Patrol Superintendent had looked further into the products from the flyers he brought back from the summer road school. Neither had done so yet.
- f. E. Arnold asked about the insurance deductible in regards to Truck No. 25, which was damaged by the wing. The Commissioner stated that the deductible is \$1,000. The department pays for the entire cost of the repairs and then submits for reimbursement through the insurance carrier. The carrier then refunds the entire amount, less \$1,000 (i.e., the deductible).
- g. E. Arnold asked about the Tribal Police fence project and the location of its cold storage building. The Tribal Police cold storage building is located on Our Children's Road adjacent to the Highway Department lot.
- h. A. Waupochick asked about average age (50.38 years) of employees at the department in reference to section 1 of the Commissioner's report. The Commissioner stated that it was provided partially in jest, but that it was indicative of an overall trend in the construction and general laborer fields nationwide. These fields are having a difficult time recruiting the younger generation, especially among the millennials.

Motion by J. Lowey to approve the Commissioner's report. Second by E. Arnold. Motion carried.

6. Monthly Expenditures

- a. The Commissioner handed out a revised payable listing. There were four additions: (1) Bruce Equipment, \$1,327.00; (2) Fanita's Bakery, \$20.00 addition; (3) Frontier Communications, \$105.37; and (4) Miller-Bradford, additional \$10.25 in freight. The revised total was \$10,141.42 (up from \$8,677.58).
- b. The Commissioner also discussed the credit card report included with the payables.

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

7. Financial Report

- a. The financial report for May, 2017, was included in the meeting packet. Year-to-date revenues were \$450,965.97. Year-to-date expenditures were \$407,603.25. The financial statement shows an operating surplus of \$43,363.72.
- b. Not reflected on the reports are State and Tribal billings for March, April, and May. Those revenues will not be realized (checks issued) until July or August.

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

8. Committee Travel Authorization. No travel planned. No action required.

9. Closed Session Pursuant to Wis. Stats. 19.85(1)(f) and 19.85(1)(c). Motion by J. Lowey to go into closed session. Second by E. Arnold. Roll Call Vote: Ayes – J. Lowey, Yes; E. Arnold, Yes; and Anthony Waupochick, Yes. Motion carried.

- 10. Any Motions from Closed Session.** Motion by J. Lowey to offer Kourtney Erickson the position of Office Manager at the Highway Department. Second by E. Arnold. Motion carried.
- 11. Agenda Items for Next Meeting.** Nothing additional. No action required.
- 12. Adjourn.** Motion by E. Arnold to adjourn. Second by J. Lowey. Motion carried. Meeting adjourned at 10:07 a.m.

Minutes recorded and prepared by J. Weso