



Menominee County Highway Department

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Menominee County Highway Committee Regular Meeting Minutes October 10, 2017

1. **Call to Order.** 9:11 a.m.
2. **Roll Call.** Anthony Waupochnik, Elizabeth Arnold, and James Lowey, Excused-Absent. A quorum was present. Others present: Jeremy C. Weso, Highway Commissioner, Kourtney Erickson, Assistant Finance Director & Highway Office Manager, and Steve Wilke, Patrol Supervisor.
3. **Community Input**
There was no community input.
4. **Approval of Minutes**
There were a few spelling corrections to be made. Motion by A. Waupochnik to approve the minutes of September 21, 2017 with spelling errors to be corrected. 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 reported that the county is done with the PBM Shouldering project. It is projected to bring in a revenue of about \$99,744.50.
 - b. The County is currently working on a culvert replacement project.
 - c. The Commissioner also reported that with the help of Marinette County we were able to get some road striping done.Motion by A. Waupochnik to approve the Commissioner's report. Second by E. Arnold. Motion carried.
6. **Monthly Expenditures**
The Commissioner explained that most of our expense this month came from gravel for the shouldering project. Total payables for the month were \$53,463.37.
Motion by A. Waupochnik to approve the monthly expenditure report as listed. Second by E. Arnold. Motion carried.
7. **Financial Report**
The financial report for September 2017, was included in the meeting packet. Year-to-date revenues were \$929,464.77. Year-to-date expenditures were \$1,046,313.71. The financial statement shows an operating deficit of \$116,848.94.

- a. The Commissioner presented a Budget Performance Report to the Committee and explained each column and section, and what each represents.
- b. Adopted Budget for "St Local Force Account" (Revenue Acct #47203) needs to be increased to \$190,000. Project amount was low compared to work we have done so far this year.
- c. It was explained to the Committee that any prior year totals on these reports are not correct due to a change in accounts. Some accounts that were used last year are not being used this year, causing our prior year totals to show a lower number than was actually received or expended.
- d. The Commissioner also commented that the Financial Report shows a deficit, but there are some revenues that have not yet been received.

Motion by A. Waupochick to approve the financial report. Second by E. Arnold. Motion carried.

- 8. Committee Travel Authorization.** There was no travel to discuss or approve.
- 9. Agenda Items for Next Meeting.** E. Arnold would like a little report on the trainings that are going to be attended.
- 10. Adjourn.** Motion by A. Waupochick to adjourn. Second by E. Arnold. Motion carried. Meeting adjourned at 9:59 a.m.

Minutes recorded and prepared by K. Erickson