



Menominee County Highway Department

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Menominee County Highway Committee Regular Meeting Minutes August 14th, 2018

1. **Call to Order.** 9:08 a.m.
2. **Roll Call.** Anthony Waupochick, Chairman; Elizabeth Arnold, Vice-Chairperson; and James Lowey, member (absent-excused). A quorum was present. Others present: Jeremy C. Weso, Highway Commissioner; Steve Wilke, Patrol Superintendent; Kourtney Erickson, Asst. Finance Director & Highway Office Manager; and Julie Callahan, Taxpayers Association.
3. **Community Input**

Julie Callahan with the Taxpayers Association asked who was legally responsible for maintaining the school crosswalks, whether the Highway Department has or would be acquiring equipment to spray the crosswalks, and whether the department could use that equipment to provide services to others and potentially make a profit. The Commissioner stated that his research found that the department is legally responsible for the crosswalks and not the school district, as was previously believed. The Commissioner stated that he has found the equipment to be rather expensive, ranging in price from \$3,500 on up, and that he hasn't yet determined whether we should purchase the equipment. The Commissioner stated that he may be contracting with Bonduel Municipal Operations to spray the crosswalks, at least for the fall of this year. The Commissioner further stated that if we should purchase spraying equipment of our own, it is possible that we could provide striping service to other municipalities (e.g., Tribe and casino, Town, and Rehabilitation District) to help offset the cost of the purchase but not to make a profit. Service could not be provided to private entities, such as the lake associations, businesses, or residents.
4. **Approval of Minutes**

Motion by E. Arnold to approve the minutes of July 17, 2018. Second by Chairman Waupochick. 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 on the CTH M Bridge project. The original award notice for this project was \$397,025. WisDOT e-mailed to inform us that this amount was in error and the correct award amount will be \$413,025, representing an increase of \$16,000.

- b. The Commissioner received a call about renaming Old South Branch Road to Mae Chevalier Road. The Commissioner handed out a copy of the County's Rural Addressing Ordinance, Ordinance No. 42, and went over some of the procedures that would have to be followed if the Committee and Board decided to rename the road.
- c. In a letter that J. Lowey provided to the Highway Committee Chairman, he asked the Committee to consider discussing or reopening negotiations with the Tribe concerning the County's lease of trust land for the placement of the Highway Department. The Commissioner included a copy of the lease agreement and explained that there is about nine years left on the lease agreement and doesn't feel it is an issue that should be addressed at this time. The Committee agreed through consensus.
- d. In the same letter, J. Lowey also asked for an accident frequency diagram. The Commissioner said he was agreeable to performing this but that it would take some time to accomplish this. The Commissioner further stated that it is possible the data would be incomplete, since the county only has access to its law enforcement accident records but not the accident records of the Tribal Police.

Motion by E. Arnold to approve the Commissioner's report. Second by Chairman Waupochick. Motion carried.

6. Highway Department Funding Sources

The Commissioner presented the Committee with a diagram showing all the Highway sources of funding and where each funding stream comes from. The Committee thought the diagram should be included in future orientation sessions with new Highway Committee members.

7. Updates on CTH M Bridge and Rabbit Ridge Re-Pavement

The WisDOT award amount for the CTH M bridge was increased by \$16,000, but there is no detail at this time as to why the award was increased. The Commissioner is hoping more detail will be made available in the State Municipal Agreement (SMA), which hasn't yet been issued and received by the County. This project is slated for construction in 2020. As for the Rabbit Ridge project, the project is still on hold due to the Tribe's delay on the sidewalk project. That delay is due to environmental clearances that need to be issued by the Bureau of Indian Affairs. The department can hold off on completion of the project until spring of 2019 at the latest.

8. On-Call Hires

The Commissioner asked that this item be removed from the agenda until he has time to put together a solid proposal. He will bring it back up once it is ready. The Committee members agreed to remove it from the agenda through consensus.

9. Monthly Expenditures

Motion by E. Arnold to approve the monthly expenditure report as listed on the revised memorandum. Second by Chairman Waupochick. Motion carried.

10. Financial Report

The financial report for June 2018, was included in the meeting packet. Year-to-date revenues were \$899,836.12. Year-to-date expenditures were \$1,001,995.46. The financial statement shows an operating deficit of \$102,159.34. The deficit is due in significant part to depreciation expense. Lags in revenues have also contributed.

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

11. Committee Travel Authorization

There was no travel to be discussed or approved.

12. Agenda Items for Next Meeting

Chairman Waupocick asked to look into trimming the trees on the corner of Fairground Road and STH 47. These trees were planted by the Veterans. The Patrol superintendent will talk to the Veterans Office to see what can be done with these trees and report back at next month's meeting.

13. Adjournment

Motion by E. Arnold to adjourn at 10:35 AM. Second by A. Waupochick. Motion carried.

Minutes recorded and prepared by K. Erickson