



# Menominee County Highway Department

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## Menominee County Highway Committee Regular Meeting Minutes September 18th, 2018

### 1. **Call to Order.** 8:59 a.m.

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; Steve Wilke, Patrol Superintendent; Kourtney Erickson, Asst. Finance Director & Highway Office Manager; and Julie Callahan, Taxpayers Association.

### 3. **Community Input**

The Committee complimented the Highway Department for the center and fogline striping, and for the work (taping) performed on the crosswalks.

### 4. **Approval of Minutes**

Motion by E. Arnold to approve the minutes of August 14, 2018. Second by J. Lowey. Motion carried with one abstention (J. Lowey).

### 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 Commissioner has still not received an explanation on the increase in the award, but the amended amount reflects what should be the total. He discussed the next steps and issues that need to be addressed.
- b. Bonduel backed out of doing our striping job, so we experimented with a reflective tape for the school crosswalks. The performance of this will be monitored to see if this is something we should continue to use.
- c. The Commissioner informed everyone that he will be hosting the North Central Regional Commissioners monthly meeting on Wednesday, September 19<sup>th</sup>. This includes providing coffee, doughnuts, fruit and veggie tray, and paying for lunch for those that choose to stay for lunch.
- d. The Commissioner explained that we need to repair and/or replace two garage overhead doors. One door's motor went out and the other was struck by one of our loaders.
- e. The Commissioner informed the Committee that there is 3.27 miles of town roads to be added to our inventory. The additions include a section of Long Lake Road, Trails End,

and smaller side roads located off of those two roads. Those additions won't be reflected in our General Transportation Aid funding until 2020.

- f. The Patrol Superintendent reported to the Committee that he had talked to the Veterans Service Officer (VSO) about the trees in Memorial Park and how some of their branches are obscuring oncoming traffic for those exiting Fairgrounds Road. The VSO informed him that Community Development is responsible for upkeep there, so he will be checking with Community Development to coordinate the trimming.

## **6. Monthly Expenditures**

Motion by J. Lowey to approve the monthly expenditure report as listed with the addition of \$1,173 to Gresham bank and \$22 for bakery. Second by E. Arnold. Motion carried.

## **7. Financial Report**

The financial report for July 2018, was included in the meeting packet. Year-to-date revenues were \$1,046,392.93. Year-to-date expenditures were \$1,186,060.95. The financial statement shows an operating deficit of \$139,668.02. 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 J. Lowey. Motion carried.

## **8. Committee Travel Authorization**

Motion by J. Lowey to approve to send Jeremy to the Commissioner's Meeting. Second by E. Arnold. Motion carried.

## **9. Agenda Items for Next Meeting**

The Committee decided to review a draft of the 2019 budget at the next regular meeting rather than having a special meeting to review it.

## **10. Adjournment: 10:04 AM**

Minutes recorded and prepared by K. Erickson