



Menominee County Highway Department

W2703 Chief Carron Road
Keshena, WI 54135
Ph: 715-799-3369
Fax: 715-799-3789

Menominee County Highway Committee Regular Meeting Minutes January 8, 2018

1. Call to Order. 9:01 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 and Julie Callahan, Taxpayers Association.

3. Community Input

There was no community input.

4. Approval of Minutes

Motion by J. Lowey to approve the minutes of December 11, 2018, as presented. Second by E. Arnold. Motion carried.

5. Commissioner's Report

The Commissioner provided a 2018-2019 Winter Update that he provided to the Smoke Signals publication put out by the Legend Lake Property Owners Association. The next publication of Smoke Signals will go out in the next few weeks. The update was informational only.

The Commissioner's written report was included in the meeting packet. The Commissioner highlighted the following items included in that report:

- The Commissioner discussed the Ayres contract proposal for the CTH M bridge. The Commissioner stated that Ayres revised the contract down to \$35,000 due to our budget appropriation but that it is likely the contract will have to be increased later in the year. Ayres stated that it was very much understanding of our fiscal constraints and provided assurances that it would do the best job it could to minimize our costs. Ayres would let us know around May or June if it is projecting that it will exceed the \$35,000 budget; if it does, the Commissioner will have to put together a request for supplemental appropriations from the Personnel and Finance Committee. Though a guaranteed cap on expenditures was not secured, the Commissioner will approve the contract. The Committee did not object.
- The Commissioner informed the Committee that he was considering purchasing a used soda machine from Sun Drop for up to \$200. The Commissioner wanted to know in advance if the Committee had any concerns about the purchase. The Committee thought the purchase was reasonable and that it was up to the discretion of the Commissioner on such a purchase.

The Committee had no comments or concerns on the Commissioner's monthly report.

6. Monthly Expenditures

The Commissioner provided a revised memo and accounts payable listing. The Committee approved the 33 invoices representing \$46,314.90 in expenditures. J. Lowey stated that he was pleased with the cost of diesel per gallon sold to us by Energy Solution Partners, which appears to be a lot cheaper than diesel sold gas stations in the area. Motion by J. Lowey to approve the monthly expenditure as presented totaling \$46,314.90. Second by E. Arnold. Motion carried.

7. Financial Report

The financial report for November 2018, was included in the meeting packet. Year-to-date revenues were \$1,612,038.88. Year-to-date expenditures were \$1,709,472.19. The financial statement shows an operating deficit of \$97,433.31. The deficit is due in significant part to depreciation expense.

The Committee discussed the impact depreciation expense (a non-cash transaction) has on fiscal reporting. The Committee asked the Commissioner to work with the Finance Director on providing a comprehensive overview of the general fund fund balance and Highway fund fund balance, along with developing a recommendation to the Committee and, ultimately, the Board, concerning the earmarking of a portion of the general fund fund balance for use by the Highway Department for future capital purchases, among other things.

The Commissioner stated that he will not know definitively how 2018 closed out until the end of January or early part of February once all of our expenses are posted. J. Lowey mentioned that revenues will not provide much more assistance given that they are already at 97% for the year.

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

8. Closed Session Pursuant to Wis. Stats. 19.85(1)(c): Considering employment, promotion, compensation or performance evaluation data of any public employee

Motion by J. Lowey to go into closed Session. Second by E. Arnold. Roll call vote: A. Waupochick Sr. - Aye. J. Lowey - Aye. E. Arnold - Aye. Motion is approved.

Closed session: Not Recorded.

Motion by E. Arnold to come out of closed session. Second by J. Lowey. Motion carried.

9. Record Motion from Closed Session

Motion by E. Arnold to recommend to the County Board that Jeremy Weso be re-elected as the Highway Commissioner. Second by J. Lowey. Motion carried.

10. Agenda Items for Next Meeting

The Committee asked the following be added to the agenda for the following regular meeting: (1) WCHA Winter Road School Report by the Commissioner; (2) update on

equipment purchases the Commissioner would like the Committee to consider this year; and (3) status of the grader purchase from the Tribe.

11. Adjournment: 9:53 a.m.

Minutes recorded and prepared by J. Weso