



# Menominee County Highway Department

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## Menominee County Highway Committee Regular Meeting Minutes May 12, 2020

- 1. Call to Order.** 9:02 a.m. This meeting was held via conference call.
- 2. Roll Call.** Committee members present on the call: Elizabeth Moses, Chairperson; Elizabeth Fernandez, Vice-Chairperson; and James Lowey, member. A quorum was present. Others present on the call: Jeremy C. Weso, Highway Commissioner; Kourtney Erickson, Office Manager; Steve Wilke, Patrol Superintendent; and Julie Callahan, Taxpayers Association.

### 3. Approval of Minutes

Motion by J. Lowey to approve the regular meeting minutes of April 14, 2020. Second by E. Fernandez. No corrections. Motion carried.

### 4. Commissioner's Report

The Commissioner's written report was discussed with the Committee.

- The Commissioner informed the Committee that Radtke Contractors will be starting the CTH M Bridge construction next week on May 20th. This project will take about 2 months to complete.
- The Commissioner discussed the current COVID-19 status. All employees that were quarantine are back to work; one was tested with a negative result.
- The Commissioner mentioned the weight limits were lifted on Monday, April 13<sup>th</sup>.

### 5. Proposed Amendment to the Plan for the Limited Closure of County/Town Operations.

- The Commissioner provided the Committee with a memo and an amendment to the Plan for the Limited Closure of County/Town Operations that would authorize the Highway Department to resume a regular 40-hour schedule. Given concerns expressed by highway operators about resuming a regular schedule, however, the Commissioner asked the Committee to consider an alternative amendment that would allow the Commissioner to schedule personnel beyond 20-hours as necessary to maintain critical infrastructure. If the Committee were to approve the alternative, the Commissioner planned to bring the amendment to the full Board later that afternoon.

## **Menominee Co. Highway Meeting Minutes**

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Motion by J. Lowey to move forward the Proposed [Alternative] Amendment to the Plan for the Limited Closure of County/Town Operations to the County Board. Second by E. Fernandez. Motion carried.

### **6. Monthly Expenditures**

Motion by J. Lowey to approve the monthly expenditures in the amount of \$22,378.64. Second by E. Fernandez. Motion carried

### **7. Financial Report**

The Commissioner discussed the March 2020 financial statement with the Committee. That report was included in the meeting packet. The report revealed that year-to-date revenues were \$757,402.37 and year-to-date expenditures were \$874,047.65, leaving an operating deficit of \$116,645.28. The Commissioner explained that the deficit was due to a double printed check in the amount of \$213,448. The check was voided and will be reflected on the April 2020 financial statement.

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

The Commissioner will report on the staffing operations and suggest any changes as needed.

### **9. Adjournment: 9:34 a.m.**

Minutes recorded and prepared by K. Erickson.