



# Menominee County Highway Department

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

## Menominee County Highway Committee Regular Meeting Minutes Monday, November 08, 2021

- 1. Call to Order.** 5:08 p.m.
- 2. Roll Call.** Committee members present on the videoconference call: Elizabeth Moses, Chairperson and Eva Johnson, Substitute Member. Committee members absent: Elizabeth Fernandez, Vice-Chairperson (excused) and James Lowey (excused). A quorum was present. Others present: Jeremy C. Weso, Highway Commissioner, and Steve Wilke, Patrol Superintendent.
- 3. Approval of Minutes: Regular Meeting of October 12, 2021**

Motion by E. Johnson approve the regular meeting minutes of October 12, 2021. Second by E. Moses. Motion carried.

#### **4. Commissioner's Report**

The Commissioner's written report was as presented. Notable topics discussed included the following:

- Winter operations – The Commissioner reported that there are five plow trucks ready for winter operations; the other three will be winter ready by the end of the week. The department entered into a hauling contract with Cruz Trucking and Grading; Cruz began hauling sand-salt for the department today.
- Storm Drain Break – The Commissioner reported that they were not able to replace the broken storm drain behind the casino and under Duquaine Road. This will be a priority project for the department in the spring.
- FY2022 Budget – The Commissioner reported that the department's budget application was reviewed by the Personnel and Finance Committee and was incorporated into the County budget. The Personnel and Finance Committee recommend approval of the budget to the County Board.
- Fall Conference – The Commissioner stated that he and the Patrol Superintendent went to the NCR Fall Meeting in Stevens Point. At the meeting, various updates were provided, including a discussion on the infrastructure bill that was recently approved by the Congress.
- Possible Additional WisDOT Funding – The Commissioner stated that he is trying to secure additional funding from WisDOT so that the crew can perform brushing on STH

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47 and STH 55. This may require an additional budget modification to incorporate the revenue.

- Equipment Sales – The Commissioner pointed out that the Wisconsin Supplus auction sale of equipment netted the department \$30,000 for the old grader, \$20,750 for our old plow truck; and \$3,991.50 in the sale of used tires. The Commissioner has not yet decided which pickup trucks will be sold on the auction site.

### **5. Monthly Expenditures**

The Commissioner's memo describing payables of \$1,000 or more, or expenses that are out of the ordinary, was included in the meeting packet, as was the payable listing for the entire month of October.

Motion by E. Johnson to approve the monthly expenditures in the amount of \$131,111.05. Second by E. Moses. Motion carried.

### **6. Financial Report**

- a. Review/Approval of Budget Modification No. 4. The Commissioner included in the packet a memo describe the purpose behind the budget modification. Also included in the packet was a copy of the actual budget modification. The Committee had no questions or concerns regarding the memo or budget modification.

Motion by E. Johnson to recommend to the Personnel and Finance Committee approval of budget modification No. 4. Second by E. Moses. Motion carried.

- b. The Commissioner discussed the September 2021 financial statement with the Committee. That report was included in the meeting packet. The report revealed that year-to-date revenues were \$1,3272,465.78 and year-to-date expenditures were \$1,729,758.90, leaving a deficit of \$357,293.12. Included in that expense was depreciation expense of \$249,908.85 and capital expenses of \$104,207. Equivalent revenues associated with those expenses were not yet posted by Finance, so the true deficit is \$3,177.27. That deficit will be eliminated once the equipment sales are posted. The Committee had no questions or concerns regarding the memo or financial report.

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

The Commissioner will bring up under his next report any updates he receives from WisDOT on the CTH M bridge project expenses.

### **8. Adjournment: 5:20 p.m**

Minutes recorded and prepared by J. Weso.