



Menominee County Highway Department

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Menominee County Highway Committee Regular Meeting Minutes Tuesday, October 11, 2022 Highway Department Conference Room

1. **Call to Order.** 3:50 p.m.
2. **Roll Call.** Committee members present: Elizabeth Moses, Chairperson; Stephan Grochowski, Vice-Chairperson; and James Lowey, member. Committee members absent: None. A quorum was present. Others present: Jeremy C. Weso, Highway Commissioner.

3. **Community Input**

None

4. **Approval of Minutes**

- A. Regular Meeting of September 13, 2022
- B. Special Meeting Minutes of October 3, 2022

Motion by J. Lowey to approve the regular meeting minutes of September 13, 2022, and the special meeting minutes of October 3, 2022. Second by S. Grochowski. Motion approved.

5. **Commissioner's Report**

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

- The following employees are celebrating their birthday's this month: Adrian on October 11th; Jeremy on October 13th; Rick on October 22nd; Slade on October 26th; and Allen on October 31st. In addition, Allen is celebrating his 18th anniversary with the department on October 18th and Doreen will celebrate her 25th anniversary on October 23rd.
- The County is waiting for the NEPA review from the Tribe's Environmental Services Department on the bridge deck projects. The Tribe cannot submit the bridge deck replacement applications to the BIA until that review is completed.
- The County was informed by Northeast Asphalt that it could not schedule the replacement of Trillium and Mip Anaq before the asphalt plant closes because it has a four-week backlog of projects. This will push the project out to the Spring of 2023. The Commissioner's concern is that there is no way to know how oil prices will affect pricing of the project next spring. The Committee asked the Commissioner to negotiate a not-

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to-exceed price with NEA. The Committee understands that this will obligate the County/Town to carryover the appropriation in 2023.

- The Commissioner stated that the Patrol Superintendent is doing a fine job with the crew on the Discretionary Maintenance Agreement project. The crew is focusing on clearing culverts and ditches along STH 47 and STH 55.
- The Commissioner stated that the crew is prepping for winter operations.
- The Commissioner stated that he is working with the Patrol Superintendent and Finance Director on the FY2023 department budget. They have one more meeting and should be ready to discuss the budget with the Committee at an upcoming meeting. The Committee decided to hold a special meeting on October 19th at 3:45 p.m.
- The Commissioner asked the Committee if it would object to him approving administrative leave for the operators on November 8th given that the election would be held in the truck storage area. The Commissioner will ask for two volunteers to work that day to ensure that the public does not drift off into unauthorized areas. He will then give those two volunteers administrative leave that Friday. The Committee had no objection to this. Administrative and stockroom staff will continue to work that day.

No motions required.

6. Monthly Expenditures

Included in the meeting packet was a memo from the Commissioner concerning the payables, as well as a listing of all monthly payables.

Motion by J. Lowey to approve the monthly payables in the amount of \$33,787.46. Second by S. Grochowski. The motion carried.

7. Financial Report

The August financial statement was included in the meeting packet. The report revealed that year-to-date revenues were \$1,334,203.16 and monthly expenditures were \$1,360,948.33, leaving a deficit of \$26,745.17. Depreciation expense was \$209,254.81. The report included a comparison of revenues and expenses for this same time period from the previous year.

No motion required.

8. Agenda Items for Next Meeting

There were no new items recommended to be added to the agenda.

9. Adjournment: 4:03 p.m.

Minutes recorded and prepared by J. Weso.