



# Menominee County Highway Department

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## Menominee County Highway Committee Regular Meeting Minutes Thursday, March 10, 2022 Meeting Held Via Zoom Only

- 1. Call to Order.** 4:00 p.m.
- 2. Roll Call.** Committee members present on the videoconference call: Elizabeth Moses, Chairperson and James Lowey, Member. Committee members absent: Elizabeth Fernandez, Vice-Chairperson (excused). A quorum was present. Others present: Jeremy C. Weso, Highway Commissioner.
- 3. Approval of Minutes: Regular Meeting of February 8, 2022, and Special Meeting of March 1, 2022**

Motion by J. Lowey to approve the regular meeting minutes of February 8, 2022, and the special meeting minutes of March 1, 2022 with one correction: on the minutes of March 1, 2022, add that a motion to come out of closed session was made by J. Lowey, the motion was seconded by E. Moses, and that the motion carried. Second by E. Moses. Motion carried.

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

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

- Birthdays and Anniversaries – There are no anniversaries or birthdays in the month of March to announce.
- Winter Maintenance Update – The Commissioner provided an overview of winter operations to date, along with a comparison to this same time last winter. All trucks are currently in service. The department is conserving on salt usage to avoid having to purchase vendor reserve, but salt will be used when needed. Adrian Feather has been doing a fine job plowing.
- COVID-19 Update – No employees have been isolated or quarantined this past reporting period.
- Patrol Superintendent Position – The Commissioner and the Patrol Superintendent agreed to extend the effective date of the Patrol Superintendent to March 18, 2022. This will make Steve Wilke available for snow plowing emergencies that might arise between now and the 18<sup>th</sup>. The temporary On-Call Weekly Foreman program is operational. There were four volunteers, and we have nearly completed the first week of the program. The program is off to a fine start and the operators seem responsive

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to it. The Patrol Superintendent position has been posted and closes on March 16, 2022.

- Major Equipment Repairs/Updates. We had one tandem axle truck whose electronic control module failed. The ECM was replaced by Truck Country at a cost of about \$3,100.

### **5. Monthly Expenditures**

The meeting packet included one set of payables for \$67,101.47, represented by 67 separate invoices. Included in the meeting packet was a memo briefly describing the payables.

Motion by J. Lowey to approve the February 2021 monthly expenditures in the amount of \$67,101.47. Second by E. Moses. There were no questions regarding the payables. Motion carried.

### **6. Financial Report**

The Commissioner discussed the January 2022 financial report with the Committee. That report was included in the meeting packet. The report revealed that monthly revenues were \$127,406.79 and monthly expenditures were \$145,856.50, leaving a deficit of \$18,449.71. However, not included in the revenues were general transportation aids and tax levy, which have not yet been posted. Included in the monthly expense was depreciation expense of \$26,009.18.

E. Moses asked if additional revenues were posted to the December 2021 financials. The Commissioner explained that all revenues were posted at the time he presented the December report except for fund balance. Once the fund balance is posted, which does not happen until Finance closes the books, the deficit for 2021 will be eliminated.

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

Update on any further discussions with the Tribe and/or BIA regarding joint initiatives and any updates on future funding available under the ARPA or Infrastructure Improvement and Jobs Act.

### **8. Adjournment: 4:34 p.m**

Minutes recorded and prepared by J. Weso.