



# Menominee County Highway Department

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## Menominee County Highway Committee Regular Meeting Minutes Tuesday, September 13, 2022 Highway Department Conference Room

- 1. Call to Order.** 3:49 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; and Margaret Tomow, Administrative Assistant.

### **3. Community Input**

None

### **4. Approval of Minutes: Regular Meeting of August 9, 2022**

Motion by J. Lowey to approve the regular meeting minutes of August 9, 2022. Second by S. Grochowski. Motion approved.

### **5. Commissioner's Report**

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

- Frankie Reiter celebrated his birthday on September 6<sup>th</sup> and the Commissioner will celebrate his 10<sup>th</sup> anniversary with the department on September 17<sup>th</sup>.
- The department completed its work on the "green space" down by the Keshena Post Office. This project was made possible by funding provided under the CDC grant.
- The BIA was given signed copies of the design plans for the bridge deck replacements on Bear Trap and West Branch. The department is waiting for the Tribe to complete its NEPA review of the project. The Town will have to provide the BIA a letter stating that it will commit the 20% match for the project should the project be funded by the BIA.
- The request for proposals for Trillium Road and Mip Anaq Road was issued. The deadline to receive bids is September 30<sup>th</sup>. The Commissioner is hoping that the Committee can review the bids on the 30<sup>th</sup> or October 3<sup>rd</sup>. We had to wait to bid this project out because we could not afford to have both roads repaved any earlier given the diesel and asphalt prices. The concern now is whether the contractor can start and complete the project before the asphalt plant closes.

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- Walt's Petroleum was finally able to resolve the problem we were having with the gas pump. There was a bad gasket in the line, which resulted in the pump sucking air rather than fuel.
- The Committee asked what the status was on the operator who was injured on June 16<sup>th</sup> during storm damage cleanup. The Commissioner stated that the operator has a medical appointment the following week and should be allowed to return to work after that appointment, or so it is hoped. The Committee expressed its hope that the operator gets well soon and is able to return to work.
- J. Lowey asked when the work on the intersection of STH 55 and CTH M-West will be performed. The Commissioner stated that the work will be performed when WisDOT repaves STH 55, which is scheduled for 2026 or 2027.

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 \$62,723.41. Second by S. Grochowski. The motion carried.

### **7. Financial Report**

The July financial statement was included in the meeting packet. The report revealed that year-to-date revenues were \$1,267,977.87 and monthly expenditures were \$1,143,272.39, leaving a surplus of \$124,705.48. Depreciation expense was \$183,181.21. The report included a comparison of revenues and expenses for this same time period from the previous year.

The Commissioner included in the financial report a copy of a budget modification (Modification #2 dated 09/10/2022) that eliminates overdrawn line items in insurance, heating fuel, and consumable tools. There remains overdrawn line items in salaries and fringe benefits that are offsetting, but only the P&F Committee can modify those funds. The Committee had no questions regarding the modification.

No motion required.

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

There were no new items recommended to be added to the agenda. If a draft budget is ready, the Commissioner will add that to the agenda.

### **9. Adjournment: 4:13 p.m.**

Minutes recorded by Margaret Tomow and prepared by J. Weso.