



# Menominee County Highway Department

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## Menominee County Highway Committee Regular Meeting Minutes Tuesday, January 10, 2023 Videoconference Call (Zoom)

- 1. Call to Order.** 4:00 p.m.
- 2. Roll Call.** Committee members virtually present on Zoom: Elizabeth Moses, Chairperson; Stephan Grochowski, Vice-Chairperson; and James Lowey, member. Committee members absent: None. A quorum was present. Others virtually present: Jeremy C. Weso, Highway Commissioner, and Ken Casper, Patrol Superintendent.
- 3. Approval of Minutes:** Regular Meeting of November 21, 2022

Motion by J. Lowey to approve the regular meeting minutes of November 21, 2022. Second by S. Grochowski. Motion approved.

### 4. Commissioner's Report

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

- John Eggert celebrated his 10<sup>th</sup> anniversary with the Department on December 26<sup>th</sup>. In January, Pat Roberts will celebrate his 29<sup>th</sup> anniversary with the department on January 4<sup>th</sup>, Adrian Feather will celebrate his 9<sup>th</sup> anniversary on January 21<sup>st</sup>, and Rick Wilber will celebrate his 23<sup>rd</sup> anniversary on the 21<sup>st</sup>.
- The Commissioner shared winter operation statistics: 26 snow plow outings through January 3<sup>rd</sup> (27 this same time last year); an estimated 27.95" of snow (37.90" last year); and seasonal salt and sand-salt usage.
- The department has been short one operator since Allen Washinawatok's retirement on October 31<sup>st</sup>. A new operator, Elliott Miller, will start on January 9<sup>th</sup>.
- The Commissioner provides a brief overview of routine maintenance activities.
- The Commissioner was pleased to announce the hiring of Brittany Anderson as the new Office Manager. Brittany will start on January 23<sup>rd</sup>.
- The Commissioner informed the Committee that because there was no regular meeting in December, payables totaling \$26,579.81 were run through the Personnel and Finance Committee. A summary of major expense transactions was shared with the Committee.
- The Commissioner discussed major repairs performed on three pieces of equipment.

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- The Commissioner thanked the County's Maintenance Director for plowing the visitor parking and occasionally shoveling the front sidewalk.
- The Commissioner discussed upcoming winter maintenance activities: (1) snow and ice removal; (2) brushing; and (3) sign replacements.

### **5. 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 \$66,183.70. Second by S. Grochowski. The motion carried.

### **6. Financial Report**

The October financial statement was included in the meeting packet. The report revealed that year-to-date revenues were \$1,604,959.47 and monthly expenditures were \$1,616,385.18, leaving a deficit of \$11,425.71. Depreciation expense was \$261,402.01. The report included a comparison of revenues and expenses for this same time period from the previous year.

Motion by J. Lowey to approve the monthly financial report. Second by S. Grochowski. The motion carried.

### **7. Closed Session Pursuant to Wis. Stats. 19.85(1)(c): To consider employment, promotion, compensation or performance evaluation data of any public employee over which the body has jurisdiction or exercises responsibility: Highway Commissioner – Evaluation/Re-Election Recommendation**

Motion by S. Grochowski to go into closed session. Second by J. Lowey. Roll Call Vote: E. Moses – Aye; S. Grochowski – Aye; and James Lowey – Aye. The motion carried.

\*\*\* Closed session not recorded \*\*\*

Motion by J. Lowey to come out of closed session. Second by S. Grochowski. The motion carried.

### **8. Open Session: To Record Any Motions from Closed Session**

Motion by J. Lowey to recommend to the full Board that Jeremy Weso be re-appointed as the Highway Commissioner. Second by S. Grochowski. The motion carried.

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

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

### **10. Adjournment: 4:21 p.m.**

Minutes recorded and prepared by J. Weso.