



Menominee County Highway Department

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

Menominee County Highway Committee Regular Meeting Minutes Tuesday, April 11, 2023 Highway Department Conference Room

- 1. Call to Order.** 3:47 p.m.
- 2. Roll Call.** Committee members present: Elizabeth Moses, Chairperson; and Stephan Grochowski, Vice-Chairperson. Committee members expected to arrive late: Eva Johnson, substitute member. A quorum was present. Others present: Jeremy C. Weso, Highway Commissioner; Ken Casper, Patrol Superintendent; and Brittany Anderson, Office Manager.

3. Community Input

None

4. Approval of Minutes: Regular Meeting of March 20, 2023.

Motion by S. Grochowski to approve the regular meeting minutes of March 20, 2023. Second by E. Moses. Motion approved.

5. Commissioner's Report

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

- The Commissioner announced Elliott's birthday at the end of the month. There are no anniversaries for April.
- The Commissioner provided an overview of basic winter operation statistics: 75 snow plow outings through April 6th (68 this same time last year); an estimated 93.80" of snow (79.10" last year). All sand-salt and salt supplies are in good shape, and all trucks are operational.
- The Commissioner provided an overview of routine maintenance activities.
- There were no COVID-19 isolations in the period.
- The department had to temporarily close Lyons Road on April 4, 2023, to repair damage to the road from a washed-out temporary patch that Menominee Tribal Utilities installed in December following a water main break. The road was reopened the next day.
- The department held its CPR/First Aid training on March 15, 2023.

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- The Commissioner stated that he submitted a letter to WisDOT on March 31st requesting a traffic mounted attenuator to protect operators on job sites. The attenuators blunt the force of an impact from oncoming traffic. The units cost between \$30,000 and \$38,000.
- The Commissioner stated that he submitted a letter of support to the Federal Highway Administration for a Tribal Transportation Plan Safety grant the Menominee Tribe submitted. The funding will support a safety audit on various state, county, town, and tribal roads.
- The Commissioner described major equipment repairs that took place in March.
- The Commissioner provided a brief overview of facility maintenance that took place, including a repair on the salt dome overhead door.
- The Commissioner described upcoming projects: winter operations; pothole patching; brushing; sign repairs; and yard repair/cleanup.
- The Commissioner informed the committee that the entire department would be attending Safety Days training in Crandon, WI on May 16th. The Commissioner is also trying to line up chainsaw training and underground storage tank training for four personnel.
- E. Moses asked if there were updates on the environmental reviews for the bridge decks. The Commissioner stated that he has not heard yet if there has been any movement on the reviews.

The Commissioner's Report is informational, so no motions to approve are required.

6. 2023 Workplan

Included in the meeting packet was a copy of the department's workplan for 2023. The Commissioner provided an overview of the plan. Our performance under the plan hinges greatly upon winter severity. A mild winter affords us the money and opportunity to perform more routine maintenance, such as graveling roads, crack sealing, and striping. A long winter causes us to use more labor, material, and equipment, and results in more equipment repairs. A bad winter, in turn, leaves less money for us to perform more routine maintenance. Unfortunately, this has been a long winter, so we will have less money to perform routine maintenance. The plan also refers to special project work the department will be performing, such as pavement improvement on Trillium Road and Mip Anaq.

E. Johnson arrived at 4:05 p.m.

Motion by S. Grochowski to approve the 2003 Work Plan. Second by E. Johnson. Motion approved.

7. Monthly Expenditures

Included in the meeting packet was a memo from the Commissioner summarizing the March payables. The March 2023 payables consisted of 40 invoices totaling \$111,825.38.

Motion by E. Johnson to approve the March 2023 payables in the amount of \$111,825.38. Second by S. Grochowski. The motion carried.

8. Financial Report

The meeting packet included the financial report for February 2023. The February 2023 financial report revealed year-to-date revenues of \$692,654.10, YTD expenses of \$365,518.56, YTD depreciation of \$45,769.16, and a YTD surplus of \$45,769.16.

Motion by S. Grochowski to accept the financial report. Second by E. Johnson. The motion carried.

9. Agenda Items for Next Meeting

Election of Officers and a Department Overview will be placed on the next agenda.

10. Adjournment: 4:18 p.m.

Minutes recorded and prepared by J. Weso.