



Menominee County Highway Department

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Menominee County Highway Committee Regular Meeting Minutes Thursday, January 11, 2024 Highway Department Conference Room

- 1. Call to Order.** 9:01 a.m.
- 2. Roll Call.** Committee members present: Keith Tourtillott, Chairman; Eugene Caldwell, Vice-Chairman; and Gregg Malmstrom, Member. Members absent: None. 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 Minutes of December 12, 2023

Motion by G. Malmstrom to approve the regular meeting minutes of December 12, 2023. Second by E. Caldwell. Motion approved.

5. Commissioner's Report

The Commissioner's presented his written report. The Commissioner highlighted the following from his report:

- The new Ford F250 pickup is in the shop and should be in service soon.
- Quality Truck informed the Commissioner that if an order for two single axle trucks is placed by the end of February, the two trucks would come off the assembly line by the end of September. The trucks could then go to the equipment builder for installation of the box, plow, wing, spreader, hydraulics, controller, and lighting. The Commissioner was originally led to believe that an order would take up to two years to fulfill. Accordingly, the Board authorized the Commissioner to place an order with the understanding that appropriations for the expense would not be needed until 2025 or later. The Commissioner wanted to know if the Committee would support placing the order by the end of February and making a request for appropriations from the Board in this fiscal year.

The Committee expressed concern about the uncertainty of the cost if the order was placed later in the year. It is possible the cost could be lower or higher than the \$155,437 initially quoted given market swings in the cost of steel and other economic factors. The Committee decided to support placing the order by the end of February.

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Motion by E. Caldwell to request the appropriation in this fiscal year for the purchase of the two trucks. Second by G. Malmstrom. Motion approved.

- The Commissioner informed the Committee that January 15th was the deadline to submit applications for the Local Road Improvement Program for county and/town projects.
 - The County's biennial allocation is \$85,588.90, which represents reimbursement of 50% of an improvement project costing \$171,178. The County has six years to finish the project. The Commissioner intends to repave about a half-mile segment of CTH AA, starting at CTH M. This project will be undertaken in 2025 or 2026, subject to available County appropriations.
 - The Town's biennial allocation is \$14,051.39, which represents reimbursement of 50% of an improvement project costing \$28,103. The Town has six years to finish the project. The Commissioner intends to repave Emile Court. This project will be undertaken in 2025 or 2026, subject to available Town appropriations.
 - Additionally, the County is eligible to receive \$216,517 in supplemental funding, which the County will use to repave a 1.47-mile segment of CTH AA from Gus Corn Road to the Oconto line at a cost of \$525,525. The County has six years to finish the project. This project will be undertaken in 2025 or 2026, subject to available County appropriations.

The Commissioner also informed the Committee that the current program manager for the Local Road Improvement Program is not allowing the county or the town to share their allocations with each other, which was a past practice of previous program managers. Unfortunately, the new program manager's stance on the matter is in keeping with the program's guidelines. We often used the county allocation to improve town roads since the smaller town allocation did not allow for much in the way of improvements. We may need to lobby WisDOT to allow an exception for Menominee County.

No motion to approve the report was made.

6. ATV/UTV Route Ordinance Update

The Chairman was not able to make copies of the Tribe's draft ATV/UTV ordinance and share it with the Highway Committee. He determined that the draft was not yet in the public domain, so he did not want to violate any tribal information sharing prohibition. Accordingly, the Chairman decided it would be better for him and the Commissioner to compare and contrast the County and Tribal ordinances and develop changes to our draft to make the two are more closely aligned. The Chairman stressed his concern that it was important for the County and Tribe's ordinances be consistent to the extent possible so that both Tribal and County law enforcement can uniformly enforce the ordinances, since it is not readily possible to determine which entity has jurisdiction until a stop is made.

G. Malmstrom stated that he was aware the Tribe's law enforcement committee was having a meeting later in the day and that one of the agenda topics was the ATV/UTV ordinance. G. Malmstrom wanted to know if the Tribe's law enforcement committee would finalize its work on the ordinance so that we could begin revising the County draft. G. Malmstrom's

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overarching concern is that members of the public have been approaching him to ask where the County is at with the ordinance and wanting to know how much longer they will have to wait. G. Malmstrom suggested that this issue might be one that the Tribe and County could work on jointly.

The Committee devoted some discussion to the County's adoption process. The draft originated at the Highway Committee and was referred to the Public Safety Committee, but the Public Safety Committee tabled action on the matter pending the Tribe's development of its ordinance and ensuring consistency between the two drafts. It was suggested that perhaps the Public Safety Committee could revisit the topic.

Motion by G. Malmstrom to ask the Public Safety Committee to put the ATV/UTV ordinance back on the agenda for consideration. Second by E. Caldwell. Motion approved.

7. Monthly Expenditures

Included in the meeting packet was a memo from the Commissioner summarizing the December payables. The payables consisted of 36 invoices totaling \$60,153.48. The credit card log was included in the monthly payable report.

Motion by G. Malmstrom to approve the monthly expenditures. Second by E. Caldwell. The motion carried.

8. Financial Report

The meeting packet included the financial report for November 2023. The financial report revealed year-to-date revenues of \$1,5589,036.28, YTD expenses of \$1,661,904.05, current deficit of \$91,898.95, and YTD depreciation of \$253,275.78. The deficit does not take County reserve fund revenue and highway fund balance revenue, which will not be posted until the end of the fiscal year.

A motion approving the financial report was deemed unnecessary.

9. Agenda Items for Next Meeting

None.

10. Adjournment

Motion by E. Caldwell to adjourn the meeting. Second by G. Malmstrom. The motion carried. The meeting adjourned at 9:48 a.m.

Minutes recorded and prepared by J. Weso.