

POLK COUNTY HIGHWAY COMMITTEE MEETING AGENDA

Polk County Government Center
100 Polk County Plaza, Balsam Lake, WI
Thursday, August 6, 2009
3:30 p.m., East Conference Room

Call to Order

Approval of Agenda

Approval of Minutes of the June 4, 2009 Meeting

Public Comments

Items of Business

1. WCHA Roadeo Award Presentation
2. Award RFP's
 - a. Tri-Axle Trucks
 - b. Truck Dump Bodies and Accessories
 - c. Plow Blades
3. Privatization of Parts Room
4. 2010 Staffing Plan
5. 2010 Capital Improvement Purchases and Position Papers
6. 2010 Highway Budget

Voucher Review & Financial Reports

Administrative Report

Committee Comments

Road Tour – Committee will leave the Government Center at this time to conduct their annual county road tour

Adjournment

This meeting is open to the public according to Wis. Stat. Sec. 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

**AMENDED AGENDA
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6. 2010 Highway Budget
7. *Village of Luck Annexation Agreement
8. *Lime/Highway Merger Discussion & Direction

Voucher Review & Financial Reports

Administrative Report

Committee Comments

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*Amended 8/5/09

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POLK COUNTY HIGHWAY MEETING
Polk County Government Center, Balsam Lake, WI
August 6, 2009

Chairman Marv Caspersen called the meeting to order at 3:31 p.m., at the Polk County Government Center, Balsam Lake, WI.

Members present: Jay Luke, Herschel Brown, Larry Voelker, Dean Johansen, Marvin Caspersen
Others present: Steve Warndahl, Kathy Bohn, Steve Mullenbach
Press present: Gregg Westigard

Motion by Luke and seconded by Johansen to approve the amended agenda. Motion carried.

Motion by Johansen and seconded by Luke to approve the minutes of the June 4, 2009 meeting. Motion carried.

WCHA ROADEO AWARD PRESENTATION: On behalf of the WCHA, Chairman Caspersen presented a plaque to Todd Olson, for placing second at the WCHA Roadeo at Wisconsin Dells in June, 2009.

VILLAGE OF LUCK ANNEXATION AGREEMENT: Christina Handt, Pat Schmidt and Peter Demydowich, representing the Village of Luck, joined the meeting at this time. The Village of Luck is asking Polk County to allow annexation of a parcel of land near Little Butternut Lake that is owned by the county. The Village of Luck is considering purchasing real estate across CTH N from this parcel and the annexation would allow the Village to annex the purchased property as well. Discussion followed, with Johansen commented on behalf of the Town of Luck. Jeffrey Fuge, Corporate Council, joined the meeting and spoke to the committee regarding the implications of the annexation in regards to the Highway Department carrying out its function of road maintenance on CTH N.

A motion by Brown to recommend the proposed annexation of said property to the Village of Luck to County Board died for lack of a second. Motion not carried and no action was taken.

AWARD RFP'S: Steve Mullenbach joined the meeting to explain the equipment purchases and the reasons for making certain recommendations, which were outlined on each bid summary. The following motions were made by the committee in regards to the purchase of tri-axle trucks, dump bodies and accessories, and plow blades:

Motion by Voelker and seconded by Johansen to accept the bid from Boyer Trucks-Minnesota for two (2) tri-axle trucks for \$74,500 each with the trades of #72 and #76 trucks. Motion carried unanimously.

Motion by Luke and seconded by Brown to accept the bids for one (1) truck box and attachments option #1 for \$87,915 and one (1) option #2 for \$93,835 from Stainless & Repair Inc. Motion carried unanimously

Motion by Johansen and seconded by Voelker to accept the bid from Burke Truck & Equipment of \$80,184.38 for plow blades. Motion carried.

PRIVATIZATION OF PARTS ROOM: Warndahl updated the committee on the outcome of a meeting with NAPA and the Highway Department regarding the possibility of privatizing the parts room. Because the department does not purchase a \$50,000 monthly minimum of parts, supplies, materials, etc., the vendor was not interested in pursuing the concept. The Highway Department has switched to one vendor for all of its small shop items and is realizing a savings at this time. Brown expressed his concern regarding supporting in-county vendors and felt the department should be purchasing from them whenever possible, even if the price is slightly higher.

2010 STAFFING PLAN: Bohn presented the preliminary staffing plan, indicating that the four seasonal will be unfunded in 2010 and one heavy equipment operator position will remain unfunded for a second year. Warndahl explained that in light of possible staffing cuts, furloughs, and other cost saving measures, the first place to cut would be seasonal staff.

Motion by Voelker and seconded by Luke to accept the 2010 Staffing Plan as presented. Motion carried unanimously.

2010 CIP & POSITION PAPERS: Bohn presented the Capital Improvement Plan and supporting position papers justifying all equipment purchases and road construction projects proposed for 2010. Due to lower fuel and other cost savings, the department will carry over approximately \$500,000 of bonding funds to 2010. Highway will also spend \$625,000 of its fund balance to cover \$500,000 in 20% STP matching funds on CTH M and \$125,000 of capital expenditures. In addition, the department will delay a paving project on CTH W1 estimated at \$680,000 to meet budget constraints. Discussion followed.

Motion by Brown and Luke to approve the 2010 capital improvements plan with position papers as presented. Motion carried unanimously.

2010 HIGHWAY BUDGET: Bohn presented the preliminary 2010 budget, highlighting the bonding funds carryover, areas of reduced revenue, and the use of fund balance. Warndahl pointed out that the department followed instructions and is presented a budget with zero increase in tax levy dollars. Caspersen commented that other departments feel any realized fuel cost savings should go back to the county and used to balance the budget. General discussion followed.

Motion by Johansen and seconded by Brown to approve the preliminary 2010 budget as presented. Motion carried unanimously.

LIME/HIGHWAY MERGER DISCUSSION & DIRECTION: A joint meeting of Lime and Highway is scheduled for August 10th. Warndahl has requested the Highway Committee to provide direction regarding his involvement in the meeting. Discussion followed.

Motion by Luke and seconded by Johansen to authorize the commissioner to attend the joint meeting of Lime and Highway and provide a plan of operation and other such information pertinent to a possible Lime/Highway merger. Motion carried unanimously.

VOUCHER REVIEW & FINANCIAL REPORTS: Bohn presented the vouchers paid in June and July for review along with the fund balance report, construction project summary and State RMA/DMA summary.

Motion by Voelker and seconded by Luke to approve the bills paid in June and July. Motion carried unanimously.

ADMINISTRATIVE REPORT: Warndahl informed the committee that the removal of the Woodley Dam is underway, with Highway doing the trucking on the project. The department has conducted several drivers education classes at Amery and St. Croix Falls. Highway has submitted the CTH Y project for round three of the economic stimulus money. Warndahl explained some of the hurdles that Polk County faces in getting funds. The department is working on STH 65, which will be paved at the end of August. And CTH H is ready for asphalt at any time.

During committee comments, Caspersen informed the committee of an invitation to attend a town meeting of West Sweden on August 19th. He felt it would be more appropriate for the Town of West Sweden to be placed on a Highway agenda if they had issues to discuss. The committee was in agreement with this view.

Motion by Luke and seconded by Brown to contact the Town of West Sweden and advise them to be placed on the next Highway agenda as attending their meeting could present possible quorum violations of state laws. Motion carried unanimously.

Caspersen will contact the Town of West Sweden and advise them of this motion.

The committee left the Government Center to conduct their annual road tour.

Motion by Luke and seconded by Johansen to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 9:06 p.m.