

POLK COUNTY HIGHWAY MEETING
Polk County Government Center, Balsam Lake, WI
May 1, 2008

County Board Chair Brian Beseler called the meeting to order at 9:01 a.m., in the East Conference Room, Polk County Government Center, Balsam Lake, WI.

Members present: Marvin Caspersen, Jay Luke, Art Gamache, Herschel Brown, Dean Johansen
Others present: Steve Warndahl, Kathy Bohn
Press present: Gregg Westigard, Linda Berg, Buz Swerkstrom

Election of Officers: Beseler opened the floor for nominations for officers. Marvin Caspersen was nominated for Chair. ***Motion by Luke and seconded by Gamache to close nominations and cast unanimous ballot for Caspersen. Motion carried.*** Jay Luke was nominated for Vice Chair. ***Motion by Gamache and seconded by Brown to close nominations and cast unanimous ballot for Luke. Motion carried.*** Art Gamache was nominated for Secretary. ***Motion by Johansen and seconded by Brown to close nominations and cast unanimous ballot for Gamache. Motion carried.***

The meeting was turned over to Chair Marvin Caspersen.

Set Meeting Time & Date: Discussion followed on the time and date that would work the best for all committeemen.

Motion by Luke and seconded by Brown to hold the Highway Committee meeting the first Thursday of each month at 3:30 p.m.

Warndahl presented the committee with a Paser rating manual, the Department's 6-Year Road Construction Plan, a 2008 construction project map and a current road segment map. He then encouraged members to contact him regarding any questions they may have.

Motion by Gamache and seconded by Luke to approve the agenda. Motion carried.

Motion by Luke and seconded by Gamache to approve the minutes from the April 3, 2008 Highway meeting. Motion carried.

During public comment, Scoglio from the Apple River Association requested the department install several signs provided by the association that identify area rivers and tributaries.

Duties of the Highway Committee and the Highway Commissioner: Members were given copies of Polk County Policy 0010 – Chapter 17 Polk County Highway Committee & Highway Commissioner Duties and Responsibilities and WI State Statutes Chapter 83

– County Highways for their review. Caspersen reviewed Policy 0010 with the committee to give the committee a clear idea of their duties.

2008 Commissioner's Goals: Warndahl handed out the 2008 departmental goals, reviewing them with the committee. He did stress that his ability to achieve these goals could be greatly affected by Highway's involvement in planning for future highway facility needs. The goals include 1) working in conjunction with the Highway Committee, Property Committee and Parks and Buildings Department to develop a plan to either renovate the old highway facility or construct a new public works facility for Polk County; 2) develop and start to implement a mandatory training and competency program to address deficiencies in the current process; 3) review and correct the operational policies of the department; and 4) implement the first year of Highway's 6-year road construction plan.

Motion by Brown and seconded by Gamache to adopt the 2008 Highway Department Goals as outlined. Motion carried unanimously.

Schedule Road Tour: Warndahl explained the annual road tour to the committee. It was decided to hold the road tour on Wednesday, May 7th starting at 3:30 p.m. at the Highway shop.

"Big 10" Meeting: Warndahl advised the committee of the upcoming "Big Ten" Northwest Region County Highway Commissioner's and Committee Members Meeting schedule for Thursday, May 22nd at the Sawyer County VFW in Hayward, WI. He encouraged all committeemen to attend, saying an agenda would be mailed to them as soon as it has been finalized.

County Trunk Access Control Policy: Jeff Fuge, Corporation Counsel, joined the meeting at 9:45 a.m. The department developed an access control policy, patterned after the access control policy from Washington County, WI. Fuge then highlighted the key sections of the policy in regards to variances, violations, penalties and removal authority. Discussion followed. Committee members were asked to review the policy and be prepared to adopt it at the road tour meeting scheduled for May 7th.

Discussion of Feasibility Study on Maintenance of County Trunk Highway by Townships: Brown addressed the committee regarding the need to be creative in maintaining county and town roads, with towns helping the county and the county helping the towns. The cost of equipment and fuel make it important to recognize a savings anyway possible. He would like to see coordination of projects so that equipment doesn't overlap. A lengthy discussion followed regarding the pros and cons of towns providing service to the county, towns not equipped to provide the service, how state statutes affect it and coordinating snow and ice control so the entire county road is serviced at the same time.

Discussion continued on how this would affect transportation aids, keeping highway equipment busy and expanding county services to towns.

The issue may be brought up at future highway meetings as the concept needs to be researched.

Fuge then went on to address a letter his department received from Terry Mattson regarding maintenance on county roads by towns, stating Mattson was very unhappy with the phrasing of the agenda item. A copy of the letter of response to Mattson will be mailed to each committee member.

Building Update: Warndahl updated the committee on the outcome of the last Property Committee meeting. The county will abate the mold in the North shed making no other repairs, correct the moisture problem in the basement of the administration building and abate the mold in this area, and update the heating/air conditioning upstairs and in the Highway office, at a cost of \$73,000. Discussion followed on funding the repairs.

Voucher Review & Financial Reports: Vouchers paid in April were discussed.

Motion by Gamache and seconded by Luke to approve the vouchers paid in April. Motion unanimously carried.

Bohn presented the Fund Balance Statement, along with a summary of tax levy appropriations since 2000. New committee members also received a 2007 Financial Report, a copy of the 2008 budget, and a 2008 project summary.

Project & Administrative Update: Warndahl informed the committee that all roads are ready for paving, with the exception on CTH I6 needing culvert replacement and frost heave repairs before paving. CTH X is ready for pulverize and pave, half in 2007 and half in 2008. The DNR will be seeding CTH N for pheasant habitat at no cost to the county. The STP project on CTH N will be bid in July.

The State will be paving STH 87 north to the county line, STH 46 from Balsam Lake to USH 8, and STH 35 between Luck and Frederic.

The Highway Roadeo is scheduled for May 8th. Highway management and another highway team are competing in the Step It Up walking program coordinated by the Polk County Worksite Wellness Committee. Bridge inspections are complete and the department is waiting for the reports.

Warndahl showed the committee pictures of people fishing on the edge of the road on Horse Lake on CTH Y, setting their equipment on the fog line. No parking signs will be placed along with strip of road to increase safety in this area.

Committee Comments: All members commented that they are happy to be on the committee or back on the committee and look forward to working with everyone.

Motion by Gamache and seconded by Luke to adjourn. Motion unanimously carried.

The Highway meeting was adjourned at 11:20 a.m.