

POLK COUNTY HIGHWAY COMMITTEE MEETING AGENDA

Polk County Government Center
100 Polk County Plaza, Balsam Lake, WI
Thursday, January 7, 2010
3:30 p.m., East Conference Room

Call to Order

Approval of Agenda

Approval of Minutes of the December 3, 2009 Meeting

Public Comments

Items of Business

1. Authorize RFP's for 2010 Bridge Inspections
2. Authorize RFP's for 2010 Equipment Purchases
3. Highway Building Update
4. Highway Building Renovation Plan
5. CTH Y Economic Stimulus Update

Voucher Review & Financial Reports

Administrative Report

Commissioner's Evaluation

CLOSED SESSION

Closed session pursuant to Wis. Stat. Sec. 19.85(1)(c) – Considering employment, promotion or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

The Committee may reconvene in open session following closed session to consider or take action on any matter contained in this agenda.

Committee Comments

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.

POLK COUNTY HIGHWAY MEETING
Polk County Government Center, Balsam Lake, WI
January 7, 2010

Chairman Marv Caspersen called the meeting to order at 3:30 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
Press present: Gregg Westigard, Buz Swerkstrom

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

Motion by Luke and seconded by Johansen to approve the minutes of the December 3, 2009 meeting. Motion carried.

AUTHORIZE 2010 BRIDGE INSPECTION RFP's: Warndahl reviewed the prior bridge inspection process with the committee, indicating that bridge inspections must be completed every two years. Discussion followed.

Motion by Luke and seconded by Brown to authorize the department to seek RFP's for the 2010 bridge inspections. Motion carried by voice vote.

AUTHORIZE 2010 EQUIPMENT RFP's: Warndahl advised the committee that the department would like to seek bids for two dump truck bodies with attachments, one excavator, one supervisor vehicle and a salt brine maker as outlined in Highway's capital improvement plan. This equipment will be bid out during the year and brought back to committee for approval.

Motion by Brown and seconded by Luke to authorize the department to seek RFP's for dump truck bodies with attachments, one excavator, one supervisor vehicle and a salt brine maker. Motion carried by voice vote.

HIGHWAY BUILDING UPDATE: Warndahl advised the committee that the spray foam insulation is complete in the truck storage facility. Temporary heat was used to warm the area before spraying the 2-1/2" thick foam. It was necessary to wash the walls before the process in order to make the foam adhere properly.

The new Hotsy pressure washer, hoses and reels are in and waiting for installation. This will allow the trucks to be washed in their parking space.

The waste oil furnace for the North shed has been delivered. Warndahl believes Highway will generate enough waste oil to heat this building and will work with Recycling if additional supply is needed.

Natural gas heating for the truck storage has been ordered, allowing the department to update the existing heating system which is not currently in use.

Parks and Buildings have an additional \$25,000 allocated to building improvements at Highway in 2010.

CTH Y ECONOMIC STIMULUS UPDATE: Warndahl updated the committee on the status of the economic stimulus project on CTH Y. All ROW issues have been resolved and all land has been purchased for the project. Highway is waiting for an electric company conveyance and the project is ready to go. The purchase of the ROW went slightly over budget.

VOUCHER REVIEW & FINANCIAL REPORTS: The committee reviewed the vouchers paid in December along with the fund balance report and construction projects summary. Construction went over budget by \$47,843 but came in under estimated costs. Discussion followed.

Motion by Brown and seconded by Luke to approve the bills paid in December. Motion carried by voice vote.

ADMINISTRATIVE REPORT: Warndahl was on call during the Christmas winter storm, actually spending time in a plow truck. He advised the committee that some changes were made to level of service due to the snow pack conditions. The department will be studying this over the 2009-2010 winter season, by monitoring different levels of service when normal level of service is not attainable. Discussion followed on storm handling techniques.

Warndahl has reviewed 70 applications for the heavy equipment operator position, narrowed down from the 145 applications that were received.

Warndahl will provide a sample set of goals at the February Highway meeting for the committee's consideration.

HIGHWAY BUILDING RENOVATION PLAN: Warndahl asked the committee to provide direction on how to proceed with the renovation of the existing Highway building. He feels a plan should be developed for on-site repairs if that is the direction the committee chooses. Committee comments included: prioritize planned improvements on the existing building, avoid tax increases associated with building a new facility, avoid an emergency situation by starting a plan for a new facility to be built in 5-7 years, prioritize where we want to be so the County is not nickel and dimed to death, and begin a search for property. A lengthy discussion followed with many of the in-adequacies of the existing building noted and the amount of property needed for a new facility.

It was the consensus of the Highway committee that purchasing of land is the first step and to proceed with short-term repairs as needed. When the new County Administrator is on board, Highway will work with the Administrator on the purchase of property.

Motion by Johansen and seconded by Voelker to go into closed session pursuant to Wis. Stat. Sec. 19.85(1)(c) – Considering employment, promotion or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Motion carried by voice vote.

Motion by Johansen and seconded by Voelker to reconvene in open session. Motion carried by voice vote.

Motion by Voelker and seconded by Brown to adjourn. Motion carried by voice vote.

Meeting adjourned at 5:35 p.m.