

**AMENDED AGENDA
POLK COUNTY HIGHWAY COMMITTEE**

**October 3, 2013 – 3:30 p.m.
Polk County Highway Office
518 Main Street, Balsam Lake, WI**

	Item	Lead person
1	Call meeting to order	Marvin Caspersen
2	Approval of amended agenda	Marvin Caspersen
3	Approval of September 5, 2013 minutes	Marvin Caspersen
4	Public comment (<i>Speakers limited to 3 minutes</i>)	
5	Discuss new business (<i>45 minutes</i>) <ul style="list-style-type: none"> • Budget Amendment Discussion • Approve 2014 Highway Budget • Building Update • *Discussion and Recommendation: City of St. Croix Falls MSID proposal to reconstruct Vincent Street and Maple Drive streets in the city limits. Program Cycle 2014-2015 under the Local Road Improvement Program (LRIP) 	Steve Warndahl
6	Review of current financial reports (<i>5 minutes</i>)	Kathy Bohn
7	Administrative report and discussion (<i>10 minutes</i>)	Steve Warndahl
8	Next Meeting Date	Marvin Caspersen
9	Committee member comments	Committee
10	Adjournment	Marvin Caspersen

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 9/30/13

POLK COUNTY HIGHWAY MEETING
Polk County Highway Office, Balsam Lake, WI
October 3, 2013

Chair Marvin Caspersen called the meeting to order at 3:30 p.m. at the Highway office in Balsam Lake, WI.

Members present: Marvin Caspersen, Jay Luke, Dean Johansen, Craig Moriak, Tom Magnifici
Others present: Steve Warndahl, Kathy Bohn, Dana Frey

Approval of Agenda: *Motion by Luke and seconded by Johansen to approve the amended agenda. Motion carried.*

Approval of Minutes: *Motion by Luke and seconded by Moriak to approve the minutes of the September 5, 2013 meeting. Motion carried.*

During public comment, Emil Norby gave the committee a recap of the WCHA-LDG Conference held in September. It was co-hosted by Ashland and Polk counties.

Approval of 2014 Highway Budget : Dana Frey, County Administrator, reminded the committee that they can either amend the budget or recommend to adopt it as presented. If amended, it would go to Finance, then full county board for approval.

Warndahl explained his memo to the committee which highlighted several areas where Highway made cuts to their 2014 budget. Discussion followed. Frey also explained that if needed, Highway could get additional funds for salt, etc., from the county contingency fund.

Motion by Luke and seconded by Johansen to approve the budget as presented and forward to County Board. Motion carried unanimously.

Building Update: No additional updates at this time.

City of St. Croix Falls MSID: Joel Peck, city administrator for City of St. Croix Falls, addressed the committee regarding garnering their support for a MSID application. He presented the preliminary plans for reconstruction of Vincent Street and Maple Street in 2015. Dave Rasmussen and Clem Safranek from MSA Professional Services were on hand to explain why the committee's support was needed and answer questions regarding the project. Discussion of the project followed. Peck will draft a letter of support for Highway's use.

Motion by Moriak and seconded by Magnifici support the project and instruct the commissioner to generate of letter of support on the behalf of the committee and commissioner. Motion carried.

Financial Reports: Bohn reviewed the fund balance, cash flow statement, construction summary and state maintenance reports with the committee.

Administrative Report: Warndahl suggested that the committee take a look at the bridge installation on CTH I. He also gave them an overview of the WCHA-LDG Conference and added that they had good vendors and excellent training sessions, all of which were well-received by those attending. Cemstone is currently screening sand in the Bergman pit. Cemstone will be purchasing the rock screened from the pit, which is running at about 18%. Warndahl has contacted Town of Laketown regarding funding available to update the intersection at CTH B and 185th Street/275th Avenue. This intersection will be greatly affected once Monarch begins operation at their pit in Laketown. Highway will work on putting in an acceleration lane when CTH B is scheduled for a reconstruct.

Committee Comments: Johansen wondered if the bank on CTH N at the West Denmark Lutheran cemetery could be cut back to improve mowing, etc.

Next Meeting: Set for November 7th at 3:30 p.m.

Motion by Johansen and seconded by Magnifici to adjourn the meeting. Meeting adjourned at 4:05 p.m.

Submitted by Kathy Bohn