

## Calumet County Highway Committee Meeting Minutes February 14, 2018

The meeting was called to order by Highway Committee Chair Kenneth Draheim at 8:30 a.m.

Members present were: Supervisors Kenneth Draheim, Joseph Mueller, Bob Stanke, Bill Barribeau, and Matthew Budde.

Others Present were: Calumet County Administrator, Todd Romenesko; Calumet County Board Chair, Alice Connors; Calumet County Corporation Counsel, Kimberly Tenerelli; Highway Commissioner, Brian Glaeser; Highway Road Superintendent, Mike Sabel; Highway Office Manager, Michelle Maas; Town of Charlestown Chair, Wilmer Geiser; City of Brillion DPW, Andy Geiger; City of Chilton Mayor, Rick Jaeckels and Tri-County Newspaper, Janet Murphy.

The pledge of allegiance was recited.

**Moved** by Supervisor Barribeau, seconded by Supervisor Stanke to approve the agenda. Motion carried unanimously.

**Moved** by Supervisor Barribeau, seconded by Stanke to approve the minutes from the January 10, 2018 Highway Committee Meeting. Motion carried unanimously.

### **Public Participation:**

City of Chilton Mayor Rick Jaeckels informed the committee that he and other Municipal leaders do not agree with the current County Cost Sharing Policy. That they are drafting a Memorandum of Understanding regarding the Cost Sharing on road projects. The Villages of Harrison and Sherwood have passed resolutions asking the County to revise the existing Cost Sharing Policy, to make it fair across the board for all municipalities.

### **Report of Committee Members:**

Highway Committee Chair Kenneth Draheim attended the 2018 WCHA Winter Road School Conference.

### **Communications:**

None.

### **Items for Action or Discussion:**

- A. Review and Approve Updates to the Cost Sharing Policy:** Calumet County Administrator, Todd Romenesko gave the History of the Counties current Cost Sharing Policy. He also discussed the need for some clarification in the policy with regards to construction type projects, and maintenance type projects. Calumet County Corporation Counsel, Kimberly Tenerelli reviewed the proposed changes as outlined in Attachment 1 to the opening paragraph, and the paragraph relating to Roadway, Pavement, Grading and Base. Committee discussion followed. **Moved** by Supervisor Budde, seconded by Supervisor Barribeau to update the policy as discussed, into two separate paragraphs. One will outline the Cost Share with regards to Reconstruction using concrete, and the other as it relates to Asphalt repairs such as overlays or mill and paves. Motion carried unanimously.

At 9:12 a.m. Janet Murphy from the Tri-County News arrived.

- B. Review/Approve Specification and Assign Dates Bids will be Due and Opened for the Purchase of One (1) New 2018 ½ Ton 4WD Crew Cab Pick Up Truck:** Highway Commissioner Glaeser explained that as a part of the adopted Personnel & General Administrative Policy the Highway Committee is to review and approve specifications for equipment as well as the dates for the bids to be due and opened for the purchase of equipment. Committee Discussion followed.
- C. Review/Approve Specification and Assign Dates Bids will be Due and Opened for the Purchase of One (1) New 2018 Tri-Axle Cab & Chassis:** Highway Commissioner Glaeser explained that as a part of the adopted Personnel & General Administrative Policy the Highway Committee is to review and approve specifications for equipment as well as the dates for the bids to be due and opened for the purchase of equipment. Committee Discussion followed.

These minutes HAVE BEEN approved by the Highway Committee

At 9:20 a.m. Supervisor Connors, and Corporation Counsel Tenerelli left the meeting.

- D. Review/Approve Specification and Assign Dates Bids will be Due and Opened for the Purchase of One (1) New 2018 Tri-Axle Dump Body, Plow, Wing, Material Spreader with Spinner and Pre-Wetting System:** Highway Commissioner Glaeser explained that as a part of the adopted Personnel & General Administrative Policy the Highway Committee is to review and approve specifications for equipment as well as the dates for the bids to be due and opened for the purchase of equipment. Committee Discussion followed.
- E. Review/Approve Specification and Assign Dates Bids will be Due and Opened at a Public Reading for the Purchase of 2018 Hot Mix Asphalt:** Highway Commissioner Glaeser explained that as a part of the adopted Personnel & General Administrative Policy the Highway Committee is to review and approve specifications for Hot Mix Asphalt, as well as the dates for the bids to be due and opened for the purchase of asphalt. Committee Discussion followed.

**Moved** by Supervisor Stanke, seconded by Supervisor Barribeau to accept the bids specification for equipment, and asphalt as outlined by staff to advertise for bids on the County Internet, Appleton Post Crescent, and the Tri County News the week of February 22, 2018 and March 1, 2018 for the 2018 Equipment, and Hot Mix Asphalt to be purchased by the Calumet County Highway Department. Bids will be due by 3:00 p.m. on Thursday, March 15, 2018, and opened on Friday, March 16, 2018 beginning at 9:00 a.m. at the Calumet County Highway Department located at 241 E. Chestnut St., Chilton WI 53014. Bids will be reviewed, and recommendations will be presented at the March 21, 2018 Highway Committee Meeting. Motion carried unanimously.

**Report of Highway Department:**

**A. Highway Commissioners Report:**

- Commissioner Glaeser provided to the committee a handout of recent staff activities.

**B. NACE Conference:**

- Commissioner Glaeser informed the Committee that this year's conference will be in Wisconsin Dells April 22-26, 2018.

**Set Next Meeting Date:**

The next meeting of the Highway Committee is tentatively scheduled for Wednesday, March 21, 2018 at 8:30 a.m. at the Calumet County Highway Dept. at 241 E. Chestnut Street, Chilton WI 53014.

**Adjournment:** **Moved** by Supervisor Budde, seconded by Supervisor Stanke to adjourn the meeting at 9:30 a.m. to Wednesday, March 21, 2018 if needed. Motion carried unanimously. There being no further business the meeting was adjourned.



Recording Secretary  
Michelle Maas, Highway Department Office Manager