

**LINCOLN COUNTY
HIGHWAY COMMITTEE
Thursday, August 4, 2016 7:30 AM
Commissioner's Office, 100 Cooper St, Merrill**

AGENDA

1. Call Meeting to Order
2. Approve Minutes of Previous Meeting(s)
3. Set Future Meeting(s)
4. Public Comment
5. Financial Report
6. Approval of New Maintenance Position
7. Just Fix It – Transportation Funding Resolution/Statewide Transportation Town Hall Meeting
8. CTH YY Bridge
9. Report by Superintendents
 - a. Monthly Progress Report
10. Commissioner's Report on Highway Operations
 - a. Tomahawk DPW/Bike Path
 - b. CTH S Culvert
 - c. Base One Additive – CTH M
11. Adjourn

DISTRIBUTION:

Highway Committee Members

Carl Vander Sanden

Christopher Heller

Administrative Coordinator

Department Heads

Bulletin Boards

Bill Bialecki

Kevin Koth

Kortney Pike

Other County Board Supervisors

News Media

Courthouse – Posted on _____ at _____ .m. by _____

News Media – Notified on _____ at _____ .m. by _____

Service Center – Posted on _____ at _____ .m. by _____

Tomahawk Annex – Posted on _____ at _____ .m. by _____

There may be a quorum of other Lincoln County committees present at this meeting.

Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of this meeting. You may contact the County Clerk at 715-539-1019. Please do so as early as possible so that proper arrangements can be made. Requests are kept confidential.

GENERAL REQUIREMENTS:

1. Must be held in a location which is reasonably accessible to the public.
2. Must be open to all members of the public unless the law specifically provides otherwise.

NOTICE REQUIREMENTS:

1. In addition to any requirements set forth below, notice must also be in compliance with any other specific statute.
2. Chief presiding officer or his/her designee must give notice to the official newspaper and to any members of the news media likely to give notice to the public.

MANNER OF NOTICE:

Date, time, place, and subject matter, including subject matter to be considered in a closed session, must be provided in a manner and form reasonably likely to give notice to the public.

TIME FOR NOTICE:

1. Normally, a minimum of 24 hours prior to the commencement of the meeting.
2. No less than 2 hours prior to the meeting if the presiding officer establishes there is a good cause that such notice is impossible or impractical.

EXEMPTIONS FOR COMMITTEES AND SUB-UNITS:

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful meeting to act or deliberate upon a subject which was the subject of the meeting, provided the presiding officer publicly announces the time, place, and subject matter of the sub-unit meeting in advance of the meeting of the parent governmental body.

PROCEDURE FOR GOING INTO CLOSED SESSION:

1. Motion must be made, seconded, and carried by roll call majority vote and recorded in the minutes.
2. If motion is carried, chief presiding officer must advise those attending the meeting of the nature of the business to be conducted in the closed session, and the specific statutory exemption under which the closed session is authorized.

STATUTORY EXEMPTIONS UNDER WHICH CLOSED SESSIONS ARE PERMITTED:

1. Deliberation of judicial or quasi-judicial matters. Sec. 19.85(1)(a)
2. Considering dismissal, demotion, or discipline of any public employee or the investigation of charges against such person and the taking of formal action on any such matter; provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action is taken. The person under consideration must be advised of his/her right that the evidentiary hearing be held in open session and the notice of the meeting must state the same. Sec. 19.85(1)(b).
3. Considering employment, promotion, compensation, or performance evaluation data of any public employee. Sec. 19.85(1)(c).
4. Considering strategy for crime detection or prevention. Sec. 19.85(1)(d).
5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(e).
6. Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data. Sec. 19.85(1)(f).
7. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1)(g).
8. Considering a request for advice from any applicable ethics board. Sec. 19.85(1)(h).

CLOSED SESSION RESTRICTIONS:

1. Must convene in open session before going into closed session.
2. May not convene in open session, then convene in closed session and thereafter reconvene in open session with twelve (12) hours unless proper notice of this sequence was given at the same time and in the same manner as the original open meeting.
3. Final approval or ratification of a collective bargaining agreement may not be given in closed session.

BALLOTS, VOTES, AND RECORDS:

1. Secret ballot is not permitted except for the election of officers of the body or unless otherwise permitted by specific statutes.
2. Except as permitted above, any member may require that the vote of each member be ascertained and recorded.
3. Motions and roll call votes must be preserved in the record and be available for public inspection.

USE OF RECORDING EQUIPMENT:

The meeting may be recorded, filmed, or photographed, provided that it does not interfere with the conduct of the meeting or the rights of the participants.

LEGAL INTERPRETATION:

1. The Wisconsin Attorney General will give advice concerning the applicability or clarification of the Open Meeting Law upon request.
2. The municipal attorney will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

PENALTY:

Upon conviction, any member of a governmental body who knowingly attends a meeting held in violation of Subchapter IV, Chapter 19, Wisconsin Statutes, or who otherwise violates the said law shall be subject to forfeiture of not less than \$25.00 not more than \$300.00 for each violation.

Lincoln County Highway Committee
Minutes from Thursday, July 7, 2016
7:30 a.m. – 8:47 a.m.
Commissioners Office, Merrill

Members Present: Kevin Koth, Bill Bialecki, Kortney Pike and Chris Heller,
Carl Vander Sanden

Visitors: Kelly Reith, Jason Lemmer, Heather Marheine, Mike Warber and Todd
Schmeltzer

Call Meeting to Order

Meeting was called to order at 7:30 a.m.

Approve Minutes of Previous Meeting(s) – Motion by Heller, seconded by Koth to approve the minutes from June 2, 2016 with an amendment made adding an “h” to as making it has under the Commissioner’s report, a. Update usage of Rumble Strips. All ayes. Motion carried.

Set Future Meetings

Thursday, August 4, 2016, 7:30 a.m. Commissioner’s Office, Merrill

Thursday, September 1, 2016, 7:30 a.m. Commissioner’s Office, Merrill

Public Comment – None

Financial Report – Marheine reported on the financials through May 22, 2016. Motion by Koth, seconded by Pike to accept the financial report as presented. All ayes. Motion carried.

2016 Budget Modification – Marheine explained the final numbers are in and how they are allocated. The committee signed the forms to forward them to the Finance Committee.

2017 CIP Budget – Marheine presented the 2017 CIP budget forms for (2) funding requests, CTH S for \$250,000 and a multi-year facility improvement for a total of \$2,222,000 over 6 years from 2017-2022, plus the equipment over and under \$50,000 schedule. Discussion was made. Motion by Koth, seconded by Pike to accept and sign the CIP budget forms as presented and forward them onto the Finance Committee. All ayes. Motion carried.

Blade and Wing Stock Steel Bids – Reith presented the blade bid tab and recommended D.A. MacPherson. Motion by Koth, seconded by Pike to award the bid per the recommendation. All ayes. Motion carried.

Vehicle Registration Fee Program – Reith explained what the fee program entails and that this is one of the tools the Governor’s office has given the county to help increase revenue in order to repair the county roads. Motion by Vander Sanden, seconded by Bialecki to approve and pass this along to the Finance Committee. All ayes. Motion carried.

Facility Evaluation Study and CIP Request – Reith discussed the findings from the Becher and Hoppe study showing the most cost effective and feasible choice he is recommending to repair the existing buildings. Reith plans to break down the costs per buildings and try to source out the work to qualified County employees.

Report by Superintendents

- a. **Monthly Progress Report** – Lemmer explained they are mowing on the State, County then Township roads, ditching and replacing culvers and working on grinding CTH M. They finished grinding JJ (Pier) on Tuesday and are waiting for the asphalt plant to arrive which is tentatively scheduled for August 1st. Schmeltzer stated they are working with the City of Tomahawk on a project and on the CC Bridge. Warber reported the shop is working on preparing the plow trucks, the new water truck is completed and in service and the new tractors have arrived.

Commissioner’s Report on Highway Operations

- a. **2016 Salt Order Program** – Reith reported the salt has been ordered and is scheduled to be received.
- b. **Asphalt Recycling Seminars, August 16-17** – The committee discussed, they will let the Highway Office know who is able to attend.

- c. **Highway 51 Emergency Incident Detour Routing**– Reith was contacted by the DOT who is looking for a set route for the STH 51 N & S bound lanes in case of an emergency. Reith plans to work with the DOT and the Highway Supervisors to complete this request.
- d. **CTH CC Bridge Deck Repairs** – Reith stated the bridge deck repairs are going well.
- e. **WCHA Road School Review** – Reith attended the WCHA road school, he was able to network with vendors, other Commissioners and learned about funding the DOT is considering.

Adjourn – Motion by Vander Sanden, seconded by Koth to adjourn at 8:47 a.m. All ayes. Motion carried.

Respectfully written and submitted by: Heather Marheine and Kelly Reith

Highway Cash Flow Statement for Month End 2016

	May	June	YTD
Cash Flow From Operating Activities			
From other County Departments	142,510.37	178,416.65	\$ 1,309,714.70
From Government and Other Parties for sales	250,440.69	292,153.88	\$ 1,516,645.18
To employees for compensation and fringe benefits	(241,225.30)	(236,834.92)	\$ (1,612,319.19)
To vendors for goods and services	(118,491.00)	(99,916.60)	\$ (718,834.10)
Other cash Received	1,417.79	485.13	\$ 4,990.17
	<u>34,652.55</u>	<u>134,304.14</u>	\$ <u>500,196.76</u>
Net cash provided by (used in) operating activities			

Cash Flow from Capital and related financing activities			
Sale of Capital Assets			\$ 44,440.74
Insurance Recovery			\$ -
Focus on Energy Grant			\$ -
Acquisition of Capital Assets Equipment	(264,459.18)		\$ (518,282.89)
	<u>(264,459.18)</u>		\$ <u>(473,842.15)</u>
Net cash used for capital and related financing activities			

Increase (Decrease) in cash and cash equivalents	134,304.14	26,354.61
Beginning Cash Balance (1/1/16)	<u>\$ 334,475.71</u>	
Cash Balance	<u>\$ 360,830.32</u>	

	5/31/2016	6/30/2016
Receivables unpaid as of		
	May	June
State	275,402.31	128,674.12
Lincoln Hills/DNR	817.60	817.60
Cities/Towns	44,294.42	51,956.89
City/Town Bridges		
Schools		
County Departments	5,438.24	955.80
Insurance Recovery		
Total	<u>325,952.57</u>	<u>182,404.41</u>

GENERAL MAINTENANCE

Project	Job No.	2015 Transfer In	2016 Proposed Budget	2016 Adjustments	Adjusted 2016 Budget	Monthly Activity 5/23-5/19/2016	YTD Activity	Balance	% of Budget Used
PAVING PROJECTS:									
CTH E = GRAVEL	310.448		30,000	(13,129)	16,871		(1,662.21)	15,209	9.85%
PAVETZE & RENOVE: ADJ 2015 Contingency from County									
CTH M - Copper River to Cedar Rd (4 miles)	310.2016.M		600,000	90,825	690,825	(1,958.88)	(28,367.02)	662,458	4.11%
CTH Rd JJ (Pier St) - City of Merrill to 1st set of RR tracks (4.8 miles)	310.2016.JJ		700,000	125,600	825,600	(2,747.33)	(12,566.45)	813,034	1.32%
*\$250,000 CIP Funding									
*\$471,707 2015 Contingency									
*118,810 from CHI Hwy K substitution									
County wide chip sealing	310.2016.C	37,973		18,027	56,000	(164.40)	(4,806.56)	51,193	8.59%
CTH C - 3.5 Miles - K to 17	310.2016.X	126,575		110,425	237,000	(164.40)	(40,449.25)	196,551	17.07%
CTH X - 13.5 Miles - Marathon City Line to STH 17	310.2016.W		22,500		22,500			22,500	0.00%
Culvert Replacement	310.2016.S		50,000	50,000	50,000			50,000	0.00%
CTH W						(770.59)	(9,309.59)	(9,310)	
CTH S						(600.71)	(1,249.19)	(1,249)	#DIV/0!
CTH 'D' Boat Landing	310.2016.D		0						
Ditching & Culvert replacements	310.001.D		20,940	(20,940)					5.18%
Highway Safety Maint. Program	310.531								
TOTAL PAVING PROJECTS		184,548	1,350,940	383,308	1,898,796	-6,406	-98,410	1,800,386	

Project	Job No.	2015 Transfer In	2016 Proposed Budget	2016 Adjustments	Adjusted 2016 Budget	Monthly Activity 5/23-5/19/2016	YTD Activity	Balance	% of Budget Used
MISCELLANEOUS GENERAL MAINTENANCE:									
Surface Maintenance	310.001		314,203		314,203	(42,928.99)	(142,300.50)	171,903	45.28%
Painting			100,000		100,000	(414.09)	(474.09)	99,586	0.41%
Crack Sealing			100,000		100,000	(23,597.82)	(52,373.37)	47,627	52.37%
Shoulder Maintenance			93,956		93,956	(9,878.56)	(69,983.03)	23,973	74.48%
Vegetation Control			100,000		100,000	(24,025.05)	(54,260.35)	45,740	54.26%
Drainage Maintenance			46,005		46,005	(31,717.86)	(14,287)	14,287	88.94%
Traffic Control			73,135		73,135	(41,174.42)	(31,961)	31,961	56.30%
Supervision			148,569		148,569	(14,006.25)	(59,283.61)	89,285	39.90%
Miscellaneous			24,245		24,245	(18,985.22)	(3,767)	115.54%	95.56%
Equipment Storage			100,000		100,000	(4,853.48)	(4,438)	35,000	0.00%
GPL Insurance (County Portion)			35,000		35,000	(1,181.87)	(6,744.56)	17,255	28.10%
Training			24,000		24,000	(70.29)	(627.27)	2,345	21.11%
CDL Drug Testing			2,972		2,972				0
Adopt a Highway									
TOTAL MISCELLANEOUS GENERAL		0	1,162,085	0	1,162,085	(162,975.56)	(382,453.22)	579,632	50.12%
TOTAL GENERAL MAINTENANCE		184,548	2,513,025	383,308	3,060,881	(169,381.86)	(680,863.49)	2,380,017.51	22.24%

184,548 2,513,025 383,308 3,060,881 -169,382 2,380,018

ROAD CONSTRUCTION

Project	No.	2015 Transfer In*	Total 2016 Budget	2016 Adjustment	5/23-6/19/2016 Activity	YTD Activity	Balance	Per Cent of Budget Used
								#DIV/0!
	312.2016.CC	50,000	50,000	-20,000	-	-	30,000.00	0.00
	CTH CC Reconstruction/Repair							
		0	0	0	-	-	30,000.00	#DIV/0!
		50,000.00	50,000.00	(20,000.00)		Total Balance:	30,000.00	
		0	0	0	0	0	30,000	

Total Expenses

0070 Roads

Project	No.	2016 Transfer In	2016 Budget	2016 Adjustment	Total 2016 Budget	5/23-6/19/2016 Activity	YTD	Balance	Per Cent of Budget Used
<u>County Bridge Maintenance</u> General Maintenance - County	313.300	0	30,000	50,000	80,000 maint	-8,850.53	-30,665	49,335	38.33%
		0							
<u>Cost Share Projects with Towns</u> Culvert Cost Share - Town (Replace Culverts 48" or larger-50% County)	313.300	0	20,000		20,000 maint		0	20,000	0.00%
<hr/>									
<u>County Bridge Construction</u> CTH CC Bridge	316.342	0	50,000	14,000	64,000 const design		0	64,000	0.00%
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Total for Bridge Maintenance		0	50,000	50,000	100,000	-8,851	-30,665	69,335	30.66%
Total for Bridge Construction		0	50,000	14,000	64,000	0.00	0	64,000	
		0	50,000		100,000	-8,851	-30,665	69,335	
		0	50,000		64,000	0	0	64,000	

Transportation Funding Resolution

WHEREAS, local government in Wisconsin is responsible for about 90% of the road miles in the state; and

WHEREAS, Wisconsin's diverse economy is dependent upon county and town roads as well as city and village streets and transit systems across the state; and

WHEREAS, according to "Filling Potholes: A New Look at Funding Local Transportation in Wisconsin," commissioned by the Local Government Institute of Wisconsin (LGI) the condition of Wisconsin's highways is now in the bottom third of the country; and

WHEREAS, state funding for local roads in Wisconsin has failed to keep up with costs over the past several decades which has adversely affected local transportation finances; and

WHEREAS, levy limits do not allow local government to make up for the deterioration of state funding; and

WHEREAS, Wisconsin's over-reliance on borrowing eats away at the state's segregated funding sources – the state gas tax and vehicle registration fees – which increasingly pay debt service rather than fund transportation needs; and

WHEREAS, safety is a primary concern and responsibility of local governments across Wisconsin. Unfortunately, according to TRIP, a national non-profit transportation research group, Wisconsin had 347 non-interstate, rural road fatalities in 2013; and

WHEREAS, the County Board recognizes that our state highway and interstate system is the backbone of our surface transportation system and plays a vital role in the economy of Wisconsin. Both local *and* state roads need to be properly maintained in order for our economy to grow; and

WHEREAS, from a competitive standpoint Wisconsin motorists pay significantly less than any of our neighbors when you combine the annual cost of the state gas tax and vehicle registration fees; and

WHEREAS, the Transportation Finance and Policy Commission, appointed by the Governor and Legislature clearly found that if Wisconsin does not adjust its user fees, the condition of both our state and local roads will deteriorate significantly over the next decade.

NOW, THEREFORE, BE IT RESOLVED by the Lincoln County Board of Supervisors that we urge the Governor and Legislature to Just Fix It and agree upon a sustainable solution: one that includes a responsible level of bonding and adjusts our user fees to adequately and sustainably fund Wisconsin's transportation system. Furthermore, the Lincoln County Board of Supervisors directs the Lincoln County Clerk to send a copy of this resolution to our State Legislators and to Governor Scott Walker.

Voucher
Number 1 - 45

COUNTY OF LINCOLN
STATE OF WISCONSIN

SCHEDULE OF VOUCHERS
LINCOLN COUNTY HIGHWAY DEPARTMENT

TOTAL AMOUNT \$50,724.41

Numbers _____ through _____

County _____
Account No. 0070

TO THE LINCOLN COUNTY FINANCE DIRECTOR: I hereby certify that the items listed have been approved for payment. You are hereby instructed to issue a check to each of the parties listed herein for the amount appearing after their respective name.



LINCOLN COUNTY HIGHWAY COMMISSIONER

Date: July 12, 2016

HIGHWAY COMMITTEE

Date filed: July 12, 2016

Voucher
Number 1 - 28

COUNTY OF LINCOLN
STATE OF WISCONSIN

SCHEDULE OF VOUCHERS
LINCOLN COUNTY HIGHWAY DEPARTMENT

TOTAL AMOUNT \$26,829.65

Numbers _____ through _____

County _____

Account No. 0070

TO THE LINCOLN COUNTY FINANCE DIRECTOR: I hereby certify that the items listed have been approved for payment. You are hereby instructed to issue a check to each of the parties listed herein for the amount appearing after their respective name.

Kelly J. Reith
LINCOLN COUNTY HIGHWAY COMMISSIONER

Date: July 19, 2016

HIGHWAY COMMITTEE

Date filed: July 19, 2016

Voucher
Number 1-22

COUNTY OF LINCOLN
STATE OF WISCONSIN

SCHEDULE OF VOUCHERS
LINCOLN COUNTY HIGHWAY DEPARTMENT

TOTAL AMOUNT \$33,882.52

Numbers _____ through _____

County _____
Account No. _____ 0070

TO THE LINCOLN COUNTY FINANCE DIRECTOR: I hereby certify that the items listed have been approved for payment. You are hereby instructed to issue a check to each of the parties listed herein for the amount appearing after their respective name.



LINCOLN COUNTY HIGHWAY COMMISSIONER

Date: July 26, 2016

HIGHWAY COMMITTEE

Date filed: July 26, 2016

**LINCOLN COUNTY HIGHWAY DEPARTMENT
SCHEDULE OF VOUCHERS
July 26, 2016**

Paid for by Check for 2016

1	Applied MSS	\$	1,010.28
2	County Materials Corportation	\$	335.00
3	Dave's County Market	\$	27.96
4	Fastenal Company	\$	5.99
5	H & S Service Center	\$	9.39
6	J & T Auto Salvage	\$	40.00
7	JFTCO, Inc. - FABCO	\$	180.62
8	Locators & Supplies, Inc.	\$	115.68
9	MATCO Tools	\$	168.92
10	Menards - Wausau	\$	344.71
11	Merrill Water Utility	\$	562.28
12	Michigan/Wisconsin Spring & Brake	\$	280.70
13	Northeast Asphalt, Inc.	\$	26,498.09
14	Paul's Paint Center Inc.	\$	114.00
15	Reith, Kelly	\$	9.00
16	Rock Oil Refining, Inc.	\$	145.00
17	Sunbelt Rentals, Inc.	\$	559.21
18	Tire Technologies	\$	1,001.74
19	Volm Companies, Inc.	\$	790.00
20	Wisconsin Hydraulics, Inc.	\$	1,141.70
21	Zientara Fleet Equipment, Inc.	\$	426.75

Total \$ 33,767.02

Paid by Credit Card for 2016

22	Aramark	\$	115.50
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Total \$ 115.50

TOTAL \$ 33,882.52