

## WINNEBAGO COUNTY BOARD OF SUPERVISORS - HIGHWAY COMMITTEE

DATE: May 7, 2018

TIME: 9:00 A.M.

PRESENT: Ken Robl, Highway Committee Chairman  
Robert Warnke, Highway Committee Member  
Tom Egan, Highway Committee Member  
Chuck Farrey, Highway Committee Member  
David Albrecht, Highway Committee Member  
Raymond Palonen, Highway Commissioner

ALSO

PRESENT: Mike Collard, Director of Human Resources  
John Fink, Assistant to the County Executive

Chairman Robl called the meeting to order at 9:00 a.m. A motion was made by Supervisor Warnke to approve the minutes of the April 2, 2018 meeting as written. Supervisor Farrey asked for clarification on the second to last paragraph on page 2 of the minutes stating that the Highway Committee will only be meeting one time per month. Chairman Robl stated that is correct, but if he and Commissioner Palonen deem it necessary to meet for something special then additional meetings will be called. The motion was seconded by Supervisor Egan and carried 5-0.

Chairman Robl asked if there was any public input. There was none.

Commissioner Palonen informed the Committee that he is requesting a budget transfer to purchase a trailer to be used by the concrete crew. He stated that the current trailer is at capacity when loaded and is not safe to keep using. Mr. Palonen stated there is money left in the 2018 Capital Equipment account to fund the trailer purchase. A motion was made by Supervisor Warnke, seconded by Supervisor Farrey to approve a budget transfer to utilize savings to purchase a concrete crew trailer. Motion carried 5-0.

Mike Collard, Director of Human Resources, stated he is in attendance to discuss the Highway Department's recent request to change the Table of Organization. The request was referred back to Committee from the County Board for further discussion. Mr. Collard asked that the Committee allow another month for reworking the request. He stated that that he and Commissioner Palonen are developing a new plan that would not add as many employees and expenses by upgrading some of the current foremen positions. Supervisor Egan questioned why this isn't done in conjunction with the budget planning. Mr. Collard explained that changes of this type often get overlooked with the complexity of the budget and don't get the attention they deserve. After discussion, a motion was made by Supervisor Albrecht to allow another month for Commissioner Palonen and Mr. Collard to put together a more specific proposal regarding changing the Table of Organization and bring back to the next Highway Committee meeting. The motion was seconded by Supervisor Farrey. Mr. Collard left the meeting.

Commissioner Palonen distributed samples of an industrial epoxy coating that he is recommending be installed on the highway department shop floor. He stated that this extremely durable coating would help to protect the concrete from salt residue. Estimates to cover the main repair shop isle, from one end to the other, are \$65,000. Commissioner Palonen stated that there is enough money available in the Capital Outlay Account to cover the cost. After discussion the Committee agreed that this should move forward. Supervisor Albrecht noted that a presentation to the County Board will be necessary since the total is over \$50,000.

Commissioner Palonen stated that he met with representatives from the Village of Fox Crossing, the City of Neenah, the Town of Neenah, and the Town of Menasha to discuss a solution to the storm water issue as part of the MS4 program. Currently the Town of Neenah has plans to build a detention pond on town owned property. By working together the municipalities could possibly incorporate the location of the pond into the design of CTH "O" highway reconstruction. Commissioner Palonen stated that CTH "O" from CTH "CB" to I-41 will be rebuilt as an urban section with curb and gutter. The balance of the project would be considered a rural section. Mr. Palonen stated that it would be in the County's best interest to enter into a maintenance agreement for the pond with the Village of Fox Crossing, the Town of Menasha, and the Town and City of Neenah.

Commissioner Palonen stated that the department has had several issues with truck dump bodies built by Bibeau, and provided to the County by Casper's Truck Equipment. Mr. Palonen stated the problem is the hinge points connecting the dump boxes are failing and could be a potential safety issue. One truck has had the dump box fall off when raised. The County has been in contact with the vendor regarding the issues but with unsatisfactory results. Commissioner Palonen stated that he has Corporation Counsel involved also. In the meantime the department's repair shop is rewelding the hinge points.

The following were reported as project updates:

- Right of way will be purchased this summer for the intersection of CTH CB and Oakridge Road. Construction is planned for the summer of 2019.
- The State has informed Commissioner Palonen that adding a separate recreation trail along the CTH A project cannot be included in their funding agreement as previously stated. The cost to construct a stand-alone trail is approximately one million dollars. After discussion Supervisor Farrey stated that he would prefer a separate trail for safety reasons, and that if the road can accommodate it that option should at least be pursued. The remaining four committee members stated that they think paving the shoulders wider, to accommodate bike and pedestrian traffic, is satisfactory.
- Project evaluation selections were discussed. The consultant selected for the CTH CB project from Shady Lane to CTH BB is CBS<sup>2</sup>. The consultant selected for widening the CTH CB Bridge near the Secura site is Ayres Associates. JT Engineering was selected as the consultant for the CTH O project from I-41 to CTH II.
- Bids are being prepared for sealcoating the County's parking lots at Otter Street, Dawes Street and at Neenah Human Services.
- The department is gearing up to begin the paving season. The first project will be CTH AH, then CTH R, CTH K, CTH N and several town projects when in the area.
- Commissioner Palonen stated that he is getting the CIP and next year's budget planning underway.

General Operations:

- Supervisor Farrey stated that due to recent heavy rains there are concerns with the volume capacity of culverts on CTH A and GG. Commissioner Palonen stated that he will look into it.
- Supervisor Egan asked if there are still plans for adding ingress and egress lanes onto the Knapp Street lot where all the trucks are being parked. Commissioner Palonen stated that paving is scheduled for Wednesday of this week.

A motion was made by Supervisor Warnke, seconded by Supervisor Egan to adjourn. Motion carried 5-0. The meeting adjourned at 10:25 a.m.

Laura Spanbauer  
Administrative Associate