



MINUTES

**Eau Claire County • Committee on Highway
Thursday, September 17, 2020/ 6:15 a.m.
Highway Department Meeting Room 101 • 2000 Spooner Avenue, Altoona, WI
54720**

Highway Members Present: Chair Ray Henning, Vice Chair Steve Chilson, Supervisor Nathan Anderson, Supervisor Judy Gatlin, Supervisor Carl Anton

Staff/Other Present: Highway Commissioner Jon Johnson, Assistant Commissioner Brian Spilde, Administrative Assistant Rachael Bien, Fiscal Supervisor Jason Szymanski, Accountant Kyle Welbes

Meeting called to order by Chair Henning at 6:15 a.m.

Past committee meeting minutes (09/03/2020) - Discussion/Action

Supervisor Gatlin motioned for approval, Supervisor Anderson 2nd. Motion approved 5-0.

Public comment

Letter from Town of Bridge Creek regarding County Ordinance 19-20.094 Damage to County Highways by horses and horse drawn vehicles. Written concerns included:

- Manure volume increase this summer resulting in slippery road conditions.
- County road damage due to non-compliance with flat sole horseshoes requirement included within Ordinance 19-20.094.
- Enforcement of Ordinance 19-20.094 has not been sufficient.

Chair Henning noted that a meeting is expected on Monday, September 21, 2020 with the Eau Claire County Sheriff Department to discuss enforcement concerns and to provide further education and information on how to best enforce Ordinance 19-20.094.

Disaster Damage Aid projects- CTH I, CTH XX, CTH H – Discussion

Commissioner Johnson discussed the process, requirements and benefits of submitting a Disaster Damage Aids Petition claim form for several 2020 storm damage incidents on several CTHS roads. Fiscal Supervisor Jason Szymanski reviewed cost reports for storm damage on several CTHS roads and noted how the costs flowed through to the final reimbursement request sent to WisDOT.

Current Financial Update – Discussion

Fiscal Supervisor Jason Szymanski reviewed agenda packet handouts relating to the 2020 year-to-date financial situation for the Eau Claire County Highway Department. Major highlights include:

- Increased pressure from WisDOT to remain within contracted budget for the Routine Maintenance Agreement (RMA) – staffing plan is in place to ensure summer maintenance costs are controlled prior to winter season.
- Greater taxpayer transparency for Vehicle Registration Fee (VRF) program – new table on website showing which road projects will benefit from VRF funding.
- Remaining balance for Capital Equipment – Internal Funds (approx. \$200K) will likely be used to purchase several single-axle trucks.

Highway Report

Highway commissioner update, Commissioner Johnson spoke on the following:

- New highway facility update
 - Awarded \$800K salt shed grant on new facility property by State.
 - Contingent on 2021 budget and Phase 1 new facility construction approval.
 - Materials left on new facility property by State – will be sold to offset new construction costs in coming months.
- Township updates
 - Finalized intergovernmental agreement with Town of Lincoln for use of non-metallic mine for materials usage and storage space.
 - Collaboration with Town of Lincoln for bridge inspection work.

Operations update, Assistant Commissioner Brian Spilde spoke on the following:

- RMA and STHS operations staffing levels capped at seven staff per day to ensure compliance with WisDOT contract requirements.
- Performance Based Management (PBM) USH 53 rut paving work awarded by WisDOT – additional revenue source.
- Second round of mowing on CTHS will be wrapping up next week.
- Pre-winter patching, brush maintenance and vegetation control efforts are ramping up prior to winter season.
- Furlough on Thursday, September 17, 2020 for most staff.
- Buildings 1, 2 and 3 to be washed and painted – completed by the week ending September 25, 2020.
- Four Construction Improvement Program (CIP) projects open (CTH XX, H, R and K) – progressing as expected and all projects on track to be completed by mid-October 2020.

Engineering update, Commissioner Johnson spoke on the following:

- 90% review between County, contractor and WisDOT progressing well for CTH D from Fall Creek to CTH N
- CTH T north to Chippewa County/Eau Claire County line project
 - Intergovernmental cost share agreements in place with five local municipalities – fairly complex endeavor.
 - Jewell & Associates Engineers, Inc. has been awarded corridor planning and mapping work.

Payment vouchers (09/04, 09/11)

Vouchers were reviewed and signed.
Supervisor Anton motioned for approval, Supervisor Gatlin 2nd. Approved 5-0.

Future meeting dates, times, and agenda items

Future Meetings:
Thursday, October 1, 2020 at 6:15 a.m.
Thursday, October 15, 2020 at 6:15 a.m.
Thursday, November 5, 2020 at 6:15 a.m.
Thursday, November 19, 2020 at 6:15 a.m.

Meeting adjourned by Chairman Henning at 7:20 a.m.

Respectfully submitted,

Kyle Welbes, Accountant
Eau Claire Highway Department
Approved 10-01-2020