

BUFFALO COUNTY MINUTES

Committee of the Board: Buffalo County Highway Committee

Date of the Meeting: Tuesday, May 10, 2022

Mr. Bob Platteter called the meeting to order at 8:00 a.m. in the conference room of the Buffalo County Highway Department, Alma, Wisconsin.

Board Members Present: Mr. Steven Nelson, Mr. Dwight Ruff, Mr. John Sendelbach, Mr. Brian Michaels, and Mr. Max Weiss.

Others Present for All or Parts of the Meeting: Mr. Kelly Johnston, Mr. Bob Platteter, Mr. John Dewitt, Mr. Jim Palkowski, Mr. Bruce Auset, Ms. Roxann Halverson, and Mr. Ryan VanDeWalle (Teams).

Consideration/Action regarding Selection of the Chairman and Vice Chairman: Mr. Platteter called for nominations for the Chairman position. Mr. Ruff nominated Mr. Max Weiss. Mr. Platteter called for further nominations. Mr. Ruff made a motion to close nominations, seconded by Mr. Nelson. Carried. Mr. Ruff made a motion to cast a unanimous ballot for Mr. Weiss as Chairman, seconded by Mr. Nelson. Carried.

Mr. Platteter called for nomination for the Vice Chairman position. Mr. Sendelbach nominated Mr. Nelson. Mr. Nelson nominated Mr. Ruff. Mr. Platteter called for further nominations. Mr. Ruff declined his nomination. Mr. Ruff made a motion to close nominations and cast a unanimous ballot for Mr. Nelson as Vice Chairman, seconded by Mr. Weiss. Mr. Nelson voting no. Carried.

Chair Weiss took over the meeting.

Consideration/Action regarding Selection of the Recycling Committee Members: Chair Weiss asked if anyone was interested in serving on the Recycling Committee. Mr. Ruff indicated he was interested and thought Mr. Michaels would be a good candidate as well since he represents the BBC area. Chair Weiss would also like to serve on the committee. Mr. Nelson made a motion to appoint Mr. Ruff, Mr. Weiss, and Mr. Michaels to the Recycling Committee, seconded by Mr. Sendelbach. Carried.

Review/Discussion/Action - Minutes of the Previous Meeting: Mr. Sendelbach made a motion to approve the minutes, seconded by Mr. Ruff. Carried.

Public Comments regarding Agenda Items: None.

Review/Discussion/Action regarding Vouchers: The committee reviewed the vouchers to be paid. Mr. Sendelbach made a motion to approve the vouchers, seconded by Mr. Ruff. Carried.

Review/Discussion/Action regarding Staff:

A. Department Structure: Mr. Platteter gave an overview of the department. There are 33 ½ employees. The one employee is shared with Recycling. The budget, road work, bridge costs, and mowing were discussed.

B. Request to Fill Two Patrolman Positions: There have been a few retirements and

resignations recently. An internal posting was done and two employees will be moving to the Mondovi Shop. Mr. Platteter would like to fill the two vacancies at the Alma Shop. Mr. Ruff made a motion to approve filling the two vacant Patrolman positions at the Alma Shop, seconded by Mr. Nelson. Carried.

- C. Annual Safety Training:** MSHA requires an 8 hour training every year. This was done on the 28th. There will be another training in the fall and may include chainsaw safety.
- D. Winter Work Hours:** Mr. Ruff explained he asked this to be placed on the agenda. He would like to see the starting hours changed during the winter hours for safety reasons. He has concerns with legislature passing daylight savings time and there not being light until after 8:00 a.m. during the winter. Mr. Platteter explained he has surveyed the employees on changing hours and they did not want to. He worries about retention if the hours are changed. This will be looked at and brought back.

Review/Discussion/Action regarding Equipment:

- A. Review of 5-year Equipment Plan:** Mr. Platteter explained the tentative plan that is updated every year. He reviewed how the machinery fund receives and expenses funds.
- B. Review of 2022 Purchases:** Mr. Platteter reviewed equipment that has been purchased and some items that were on the list and will not be purchased due to budgetary reasons. A discussion was held on leasing equipment versus purchasing the equipment.
- C. Purchase of Used Semi-Tractor:** Mr. Platteter explained this was included in last year's budget but they were unable to find a semi to purchase that fit the needs. The committee agreed to allow him to find one and use last year's funds plus increase the budgeted amount. They have now found one that has 424,000 miles for \$45,000.00. It is a Pro Star Plus and is located in Oconto Falls. Mr. Platteter explained the need to have one to keep construction work proceeding while equipment is being moved from one site to another and the current semi is being used for water on a project. Concerns were expressed on purchasing equipment that would not be used on a regular basis. Mr. Michaels made a motion to approve the purchase, seconded by Mr. Nelson. Carried.

Review/Discussion/Action regarding Building and Grounds:

- A. Review of Facilities:** Mr. Platteter explained there are 18 ½ employees at the Alma Shop and those include three State employees and the Administration staff. There are five employees at the Mondovi Shop, with two of those being State employees. The Fountain City shop has five employees, with two being State employees. The Urne Shop has three employees and the Waumandee Shop has two employees. The Waumandee shop is shared with the Town of Waumandee. The town owns the land and then the building is shared in ownership and costs of maintenance.
- B. Communications Update:** Mr. Platteter explained the communications monitors that are now at each shop. They are used to send out work schedules to the employees at each shop. The employees have shown that they like how it is working.

Review/Discussion/Action regarding Roads & Bridges:

A&B. Projects Review/Schedule & Funding: Mr. Platteter reviewed the projects scheduled for this year. Road work is scheduled to begin next week. Bridge replacements were reviewed, as was how those replacements are funded

Review/Discussion/Action regarding the ATV/UTV Ordinance Change: The State would

like our ordinance wording changed to show that they will allow ATV/UTV use on certain portions of State Road 88. Mr. Platteter and Ms. Halverson will work on that amendment. Mr. Ruff made a motion to table this item, seconded by Mr. Sendelbach, Carried.

Review/Discussion/Action regarding Financials: The Auditors will be at the shop tomorrow. The annual report should be ready for the next meeting.

Review/Discussion regarding the Commissioner's Report: Mr. Platteter explained the DSPS came and did an audit. This is the first audit done in a long time and there were just a few violations that will be corrected. A PBM funding request was sent to the State for a chip seal project and if approved will receive \$265,265.00 for Highway 88. Commissioner's Road School will be held June 6th – 8th. Committee Members can go as well but need to let Mr. Platteter know by May 12th if they want to go.

Mr. Johnston reported road work on State Road 37 from County Road F to State Road 88 will begin in June. State Road 37 from US Highway 10 to State Road 85 will begin in July. Both projects are mill and fill projects.

Review/Discussion regarding the Committee Chair Report: None.

The next meeting will be Tuesday, June 14th at 8:00 a.m.

Public Comments: None.

Mr. Ruff made a motion to adjourn at 9:58 a.m.

Respectfully submitted,

Roxann Halverson
County Clerk