

BUFFALO COUNTY MINUTES

Committee of the Board: Buffalo County Highway Committee

Date of the Meeting: Wednesday, October 11, 2023

Chairman Mr. Weiss 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. Dwight Ruff, Mr. Max Weiss, Mr. John Sendelbach, Mr. Brian Michaels, and Mr. Steve Nelson.

Others Present for All or Parts of the Meeting: Mr. Bob Platteter, Mr. John DeWitt, Ms. Janet La Duke, Ms. Roxann Halverson (virtual), Mr. Lee Engfer, and Mr. Lucas Teska.

Public Comments regarding Agenda Items: None

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

Review/Discussion/Action regarding the Vouchers - Monthly Vouchers were reviewed. Mr. Ruff made a motion to approve the monthly vouchers as presented, seconded by Mr. Sendelbach. Carried.

Review/Discussion/Action – Buildings & Grounds:

- Sign Shop Door - Mr. Platteter explained the quote from Mr. Secrist for \$5,000.00 to install the sign shop door will need to be adjusted. There is additional supplies needed to properly install the door. The estimated increase is another \$2,000.00.
- Waumandee Shop Repairs – There are some foundation blocks that need to be repaired on the building. A discussion was held on spray insulation for the building. Mr. Platteter will obtain an estimate for the block repair and insulation.
- Security Cameras – The cameras arrived and will be installed soon.

Review/Discussion/Action – Roads & Bridges:

- Construction Updates- Mr. Platteter reviewed the construction updates and bridges that will be installed this year.
- State PBM – The reimbursement payment is on its way.

Review/Discussion/Action – A Resolution for Petitions on Joint Projects: The resolution was reviewed. The portion the County would be responsible for is \$159,648.74. However, the emergency petitions approved throughout the year will

need to be added to catch up on those costs. The total amount to be levied with this resolution is \$228,484.11. Mr. Ruff made a motion to approve the resolution, seconded by Mr. Sendelbach. A roll call vote was taken. All in favor. Carried.

Review/Discussion regarding a Review of the 10 year Average for Winter

Overtime: Mr. Platteter reviewed the spreadsheet he distributed. A discussion was held on the number of State employees and County employees, having employees take time off during the week when snow falls on the weekends, and how comp time is paid out twice a year for Highway employees.

Review/Discussion regarding Safety/Risk Management: Mr. Teska discussed training for Highway employees and use of message boards to get information out.

Review/Discussion regarding the Financial Report: Work is still being done to get all the financial information into the new system. Training on importing payroll information into the new system is taking place. Ms. LaDuke is hoping to be caught up in November but is unsure if that can be accomplished as she has a conference coming up.

Review/Discussion/Action regarding the 2024 Budget – Draft #2: Mr. Platteter explained the budget is in the final format. He reviewed roads to be worked on and other items in the budget. This final draft does not include any bond amount.

The Committee May Go Into Closed Session to Discuss Employment of an

Employee: Mr. Ruff made a motion to go into closed session, seconded by Mr. Sendelbach. Mr. Dwight Ruff - yes, Mr. Max Weiss - yes, Mr. John Sendelbach - yes, Mr. Brian Michaels - yes, and Mr. Steve Nelson- yes. Carried.

The Committee May Return to Open Session: Mr. Nelson made a motion to return to open session, seconded by Mr. Ruff. Mr. Dwight Ruff - yes, Mr. Max Weiss - yes, Mr. John Sendelbach - yes, Mr. Brian Michaels - yes, and Mr. Steve Nelson- yes. Carried.

Commissioner's Report: Mr. Platteter reviewed funds the Highway Department will be receiving for road work.

Chair Report: None.

Next Meeting: November 14th at 8:00 a.m.

Public Comments: Mr. Nelson attended some town meetings to discuss ATV/UTV road use. He was wondering if there could be a more uniform start/stop time for operation on roads. Mr. Engfer and Mr. Platteter explained the municipalities were encouraged to adopt the County guidelines.

Adjournment: Mr. Sendelbach made a motion to adjourn at 10:56 a.m.

Respectfully submitted,

Roxann Halverson
County Clerk