

WINNEBAGO COUNTY BOARD OF SUPERVISORS - HIGHWAY COMMITTEE

DATE: March 2, 2020

TIME: 9:00 A.M.

PRESENT: Tom Egan, Highway Committee Member
Chuck Farrey, Highway Committee Member
Joel Rasmussen, Highway Committee Member
Raymond Palonen, Highway Commissioner

EXCUSED: David Albrecht, Highway Committee Chairman
Robert Warnke, Highway Committee Member

ALSO

PRESENT: Jill Prah, Highway Dept. Office Manager
John Fink, Assistant to the County Executive

Since Chairman Albrecht and Supervisor Warnke were excused, Supervisor Farrey called the meeting to order at 9:00 a.m. A motion was made by Supervisor Egan, seconded by Supervisor Rasmussen to approve the minutes from the February 3, 2020 meeting as written. Motion carried 3-0.

There was no public present.

Commissioner Palonen distributed copies of a budget transfer for \$830,000. This is an accounting entry to increase the Highway Services Revenue account due to the fact that 2019 revenues exceeded expectations from additional work being done for the WisDOT. The Professional Services account was underfunded due to an increase in design work and invoicing for state and federal funding. The additional revenue received in the Highway Services fund will offset the amount that was underfunded in Professional Services account. A motion was made by Supervisor Rasmussen, seconded by Supervisor Egan to approve the \$830,000 budget transfer as presented. Motion carried 3-0.

Commissioner Palonen distributed copies of a budget transfer allowing the department to purchase a used floor sweeper and a new pickup truck for the sign shop using savings from building improvements. Currently the department has two walk-behind floor sweepers that do not adequately clean the shop floors. The sign shop Supervisor's existing pickup truck has a large rust hole and has exceeded its useful life. The funds will come from Building & Improvement savings from the crane and epoxy floor coating. After discussion, the Committee had no objection to these purchases.

A request was received from the Town of Poygan to include that portion of CTH B from Lake Poygan Road to Quigley Road as an ATV/UTV route to connect up with their previously approved routes. A motion was made by Supervisor Egan, seconded by Supervisor Rasmussen to approve the extension of CTH B from Lake Poygan Road to Quigley Road as an ATV/UTV route. Motion carried 3-0.

The 2019 year-end reports were discussed. Commissioner Palonen distributed a financial recap showing the revenues and expenses for 2019. He also reviewed the capital equipment purchases, and capital projects for the year. The total net effect is a surplus balance of \$837,000 that will go into the undesignated account. Commissioner Palonen stated that the Finance Department has some final expenses relating to pension liability that may affect the total balance.

Commissioner Palonen informed the Committee that the Village of Fox Crossing purchased a strip of right-of-way along CTH CB where they plan to construct a stormwater detention pond. Winnebago County intends to participate in the pond to help to drain CTH CB, and that will assist in complying with the MS4 requirements. Commissioner Palonen has been working with municipalities whenever possible to address stormwater management.

The following were discussed as general operations:

- ❖ Supervisor Farrey stated he heard a rumor that the State may be charging the local municipalities to maintain overheads. He is requesting more details. Commissioner Palonen stated he hasn't heard anything on this topic but he will look into it.
- ❖ Commissioner Palonen distributed a cost estimate sheet for the CTH O project as submitted by MCC. They were the low bidder on the project, coming in approximately \$230,000 under the estimate. A pre-construction meeting will be held shortly.
- ❖ Supervisor Egan asked if there has been any further interest in a development behind the Highway Dept. facilities on CTH Y. Commissioner Palonen stated that he has not heard anything lately.
- ❖ Supervisor Egan asked when the CTH T/Pioneer Road project will be starting. Commissioner Palonen stated the design work will begin shortly, with right of way acquisition after that. Construction is planned for 2022. Supervisor Farrey stated that the road is in bad condition so he feels if there's any way the project could be moved up it would be a good idea.

The next regular meeting of the Highway Committee will be held on April 6th.

A motion was made by Supervisor Rasmussen, seconded by Supervisor Egan to adjourn. Motion carried 3-0. The meeting adjourned at 9:43 a.m.

Laura Spanbauer
Administrative Associate