



**TRANSPORTATION & INFRASTRUCTURE COMMITTEE MEETING**  
**Douglas County Board of Supervisors**  
**Wednesday, January 3, 2018, 9:30 a.m., Highway Department Office**  
**7417 S. County Road E, Hawthorne, Wisconsin**

Meeting called to order by Chair Baker.

**ROLL CALL:** Present – Nick Baker, Marvin Finendale, Dan Corbin, Pat Ryan. Others present – Mark Simonson, Jim Keppers, Ron Moen, Bryan Ziemann, Tim Radzak, Heather Higgins, Mark Liebaert, Kevin Schmid, Shelley Nelson, Steve Wedan, Jason Jackman, Cheryl Westman, Committee Clerk.

**APPROVAL OF MINUTES:** Motion by Findendale, second Ryan, to approve the minutes from the December 6, 2017, meeting (attached). Motion carried.

**ACTION ITEMS/REFERRALS: Designated ATV Route Applications:**  
**CTH AA and CTH A (CTH AA and B53 to CTH A & Sjoberg Road, 1 mile):**

**ACTION (ORDINANCE):** Motion by Corbin, second Finendale, to approve the designated ATV route application, and forward to County Board. Motion carried unanimously.

**CTH A (Jersett Road to Jackson Drive, 0.8 miles):**

**ACTION (ORDINANCE):** Motion by Corbin, second Finendale, to approve the designated ATV route application, and forward to County Board. Motion carried unanimously.

**CTH A (East Tower Fire Lane to Empire Wilderness Road, 1.6 miles):**

**ACTION (ORDINANCE):** Motion by Corbin, second Finendale, to approve the designated ATV route application, and forward to County Board. Motion carried unanimously.

**CTH B (Wild Rivers Trail to Okerson Road, .75 miles):**

**ACTION (ORDINANCE):** Motion by Corbin, second Finendale, to approve the designated ATV route application, and forward to County Board. Motion carried unanimously.

**CTH E (Middle River Road to Rockmount Road, 1.3 miles):**

**ACTION (ORDINANCE):** Motion by Corbin, second Finendale, to approve the designated ATV route application, and forward to County Board. Motion carried unanimously.

**CTH M (West Crotte Brook Road to STH 35, 4.7 miles):**

**ACTION (ORDINANCE):** Motion by Corbin, second Finendale, to approve the designated ATV route application, and forward to County Board. Motion carried unanimously.

**CTH W (STH 105 to Irondale Road, 2.5 miles):**

**ACTION:** Motion by Corbin, second Ryan, refer item to May meeting. Motion carried.

**INFORMATIONAL: 2018 CTH Y Pulverize and Pave Project.** Jackman distributed correspondence from the Bayfield County Highway Commissioner. An agreement is being worked out between Bayfield and Douglas Counties for maintenance on CTH Y and will be presented at a future meeting.

**Reports:**

**Administrative:** Jackman to attend the winter road school January 15-17; and reviewing results from a WI-DOT computerized plow route optimization program for potential future use in the county.

**Maintenance Project Updates:** Jackman reported routine winter maintenance activities occurring, including pothole patching and brushing.

**Equipment:** Wedan reported a major engine malfunction in one of the newest trucks received; chassis (2) ordered for 2018; new boiler proposal from engineering firm currently being reviewed by Corporation Counsel.

**Budget:** Distributed and reviewed budget for the time period ending November 30, 2017.

**Future Agenda Items:** 2018 CTH Y pulverize and pave project.

**ADJOURNMENT:** Motion by Corbin, second Ryan, to adjourn. Motion carried. Meeting adjourned at 10:32 a.m.

Submitted by,

Cheryl Westman, Committee Clerk

DOUGLAS COUNTY HIGHWAY DEPARTMENT  
SUMMARY OF BUDGET CARRYOVER REQUESTS  
FOR 2017

\$ 551,340.00	Surface Transportation Program (STP projects-restricted funding)
1,170,273.00	Bond funding (construction projects-restricted funding)
2,281,115.00	Construction funding
497,285.00	County Bridge Aid - designated
116,389.00	County Bridge Aid - undesignated
65,000.00	Underground storage tank monitoring
<u>\$ 4,681,402.00</u>	

DOUGLAS COUNTY WISCONSIN  
BUDGETARY / ACTUAL TRANSFERS  
MARCH 2018 ADMINISTRATION COMMITTEE MEETING

Department	Amount	Explanation	Document #	Fiscal Note
Highway	1,170,273	Release 2017 bond funding reserve	203553	Increase Highway Contracted Services Exp. by \$1,170,273; decrease 2017 Bond Funding Reserve by same (DR 33130.5299.010; CR 31110.3319.1)
	<u>\$ 1,170,273</u>			

**From:** Ostrenga, Michael - DOT [<mailto:Michael.Ostrenga@dot.wi.gov>]

**Sent:** Thursday, February 08, 2018 1:40 PM

**To:** Jackman, Jason

**Cc:** Schmock, Howard - DOT

**Subject:** RE: Temporary Laborer Positions

I approve the charging of two (2) Temporary Summer Laborers to the Douglas Co. RMA. As discussed we have plenty of work activities for these workers on our State System.

Thanks Jason

Mike Ostrenga

Operations Supervisor

NW Region



OFFICE OF THE  
**COMMISSIONER OF RAILROADS**  
STATE OF WISCONSIN

**YASH P. WADHWA, COMMISSIONER**

610 N. Whitney Way  
P.O. Box 7854  
Madison, WI 53707-7854  
Tel: (608) 266-0276  
Fax: (608) 261-8220  
<http://ocr.wi.gov>

February 6, 2018

Douglas County Highway Department  
7417 South County Road E  
P.O. Box 174  
Hawthorne, WI 54842  
Via email: [jason.jackman@douglascountywi.org](mailto:jason.jackman@douglascountywi.org)

RE: Brushing, CTH W, 251873N

Highway Commissioner Jackman,

The Office of the Commissioner of Railroads (Office) conducted an inspection of the Wisconsin Central Ltd. tracks with CTH W, village of Oliver, Douglas County (crossing no. 251873N/MP 465.06) in April of 2017. Office staff also reviewed photographs taken by Wisconsin Department of Transportation staff last summer.

Office staff observed overgrown trees and brush along the highway right-of-way which restrict corner sight distances. Wis. Stat. 195.29(6) requires:

Wis. Stat. 195.29(6) VIEW AT CROSSINGS; TREES AND BRUSH NEAR CROSSINGS; FORFEITURE. Every railroad shall keep its right-of-way clear of brush or trees for a distance of not less than 330 feet in each direction from the center of its intersection at grade with any public highway to provide an adequate view of approaching trains or railroad track equipment from the highway. Every municipality shall keep the public highways within its jurisdiction clear of brush and shall adequately trim all trees within 330 feet of the center of any railroad highway grade crossing. Every person or corporation owning or occupying any land adjacent to any railroad highway grade crossing shall keep all brush cut and adequately trim all trees on the land within the triangles bounded on 2 sides

The Office requires that Douglas county clear brush and trim trees within its highway right-of-way for 330' down the highway in each direction from the CTH W crossing this spring, and inform the Office in writing when the work has been completed.

Thank you,

Lucas Dawson  
Regulatory Specialist

83500	DOUGLAS COUNTY, WISCONSIN						
MHWYR15	BUDGET SUMMARY REPORT					02/27/18	
DL0016A18	NET COST - BUDGET AND ACTUAL					13:16:25	
All Revenues and Expenditures							
For the One Month Ending January 31, 2018							
	2018						
	Amended	2018	2018	%	%	2017	
	Budget	Actual	Balance	Actual	Balance	Actual	
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Revenues							
Intergovernmental Revenues	(83,541.67)	(88,152.02)	4,610.35	105.52	(5.52)	(76,661.75)	
Public Charges For Services	(833.33)	-	(833.33)	-	100.00	(10.00)	
Intergovt. Charges For Serv.	(239,927.98)	(225,000.00)	(14,927.98)	93.78	6.22	(537,937.68)	
Miscellaneous Revenues	(608.33)	-	(608.33)	-	100.00	892.76	
Other Financing Sources	(208,333.33)	(208,333.33)	-	100.00	-	(431,666.67)	
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Revenues	(533,244.64)	(521,485.35)	(11,759.29)	97.79	2.21	(1,045,383.34)	
Expenses							
Personnel Services, Less OT	254,249.01	282,027.08	(27,778.07)	110.93	(10.93)	275,409.34	
Personnel Services--Overtime	20,339.60	16,888.56	3,451.04	83.03	16.97	20,356.54	
Contractual Services	54,576.28	36,402.43	18,173.85	66.70	33.30	27,793.24	
Supplies & Expense	105,786.90	86,141.42	19,645.48	81.43	18.57	165,983.33	
Fixed Charges	335,477.09	320,188.90	15,288.19	95.44	4.56	590,633.53	
Grants & Contributions	8,196.00	-	8,196.00	-	100.00	8,000.00	
Department Allocation	76,343.90	16,711.08	59,632.82	21.89	78.11	31,666.00	
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Expenses	854,968.78	758,359.47	96,609.31	88.70	11.30	1,119,841.98	
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Net Cost	321,724.14	236,874.12	84,850.02	73.63	26.37	74,458.64	
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		62,177.23	Machinery operation and other allocation items that create variances due to budget spread entries.				
			(Will clear at year end.)				
		299,051.35	Expenses greater than revenues. (Favorable variance, actual to budget, in the amount of \$22,672.79.)				



83500	DOUGLAS COUNTY, WISCONSIN				
MHWYR08	Highway Department--Budget Detail			02/27/18	
DL2018	For the One Month Ending January 31, 2018			13:27:46	
	3 YR Prior	2 YR Prior	1 YR Prior	Current Yr	Current Yr
	Actual	Actual	Actual	Amended	Actual
Account Description	Amount	Amount	Amount	Budget	Amount
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Revenues					
General Property Taxes	3,537,971.00	3,413,992.00	3,434,171.00	3,393,702.00	-
Transportation-Fed Grant-FEMA	-	8,641.98	9,478.58	-	-
Transportation-State Grants	954,571.98	1,027,606.88	2,384,580.42	1,161,500.00	88,152.02
Wide-load Moving Permits on	650.00	610.00	1,220.00	600.00	-
Highway Maint & Construction	47,496.72	9,367.83	19,284.11	9,400.00	-
Transportation	2,019,966.09	2,459,030.17	2,076,759.95	1,981,730.00	225,000.00
Interest Income	339.34	12.46	-	-	-
Office Space Rental	15,306.42	12,778.79	7,304.52	7,300.00	-
Sale of Gravel & Sand	100.00	-	-	-	-
Sale of Salvage & Waste Prod	13,644.67	1,048.80	5,797.40	-	-
Gain/Loss on Sale (Prop.& Equip)	21.40	54,237.65	-	-	-
Insurance Recoveries	11,270.00	83,669.71	-	-	-
Reimbursement of Expenses	94.48	40,106.00	22.00	-	-
Other Revenue	2,674.18	15.00	250.00	-	-
Transfer from Debt Equity	5,119,400.00	3,016,972.75	5,335,000.00	-	-
Transfer to-Residual Equity	(245,000.00)	-	-	-	-
Proceeds on LT Borrowing	-	-	-	2,500,000.00	208,333.33
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Revenues	11,478,506.28	10,128,090.02	13,273,867.98	9,054,232.00	521,485.35
Expenses					
Personnel Services	3,049,744.55	3,149,528.51	3,067,918.81	3,273,491.00	298,915.64
Contractual Services					
Electric	42,396.67	42,296.91	42,802.39	46,000.00	4,689.26
Natural Gas	40,965.62	34,430.72	32,995.24	52,100.00	513.62
Telephone	18,974.37	17,062.85	15,132.56	17,200.00	1,296.25
Maint. Agreement	573.17	484.57	925.75	1,100.00	-
Laundry Services	7,131.98	12,209.64	8,789.91	8,700.00	835.89
Other Repair & Maint.	2,431.74	673.93	1,017.40	750.00	-
Internet Service	617.18	1,612.25	2,018.74	2,100.00	168.51
Cellular and Pager Service	4,472.58	4,060.75	5,295.91	5,965.00	557.77
Fire Protection/Prevention	976.90	1,481.91	1,978.05	2,000.00	-
Landfill Service	1,958.21	2,051.51	3,020.91	2,500.00	315.82
Other Outside Services	4,600,226.02	4,284,220.58	4,439,476.97	2,840,400.00	28,025.31
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Total Contractual Services	4,720,724.44	4,400,585.62	4,553,453.83	2,978,815.00	36,402.43
Supplies & Expense					
Postage	1,175.68	1,309.71	1,153.63	1,500.00	30.49
Office Supplies & Expense	6,586.24	8,140.87	6,891.30	7,000.00	780.50
Printing & Duplication	300.79	414.68	385.76	350.00	-
Other Computer Supplies	26.87	4,619.79	1,899.18	4,000.00	-
Membership Dues	345.00	350.00	350.00	400.00	-
Training & Seminars	5,921.98	14,964.38	6,385.39	8,250.00	342.37
Advertising	1,343.10	991.08	1,038.32	1,000.00	-
Licenses & Permits	180.84	232.94	-	175.00	-
Janitorial Supplies	4,580.20	4,903.82	4,620.02	4,900.00	197.64

83500	DOUGLAS COUNTY, WISCONSIN				
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DL2018	For the One Month Ending January 31, 2018			13:27:46	
	3 YR Prior	2 YR Prior	1 YR Prior	Current Yr	Current Yr
	Actual	Actual	Actual	Amended	Actual
Account Description	Amount	Amount	Amount	Budget	Amount
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Other Operating Supplies	6,967.81	3,075.65	2,567.73	4,750.00	5.85
Gas & Fuel	266,857.82	249,286.39	287,853.84	318,000.00	42,901.27
Oil Grease & Accessories	14,565.15	14,667.13	13,222.40	18,820.00	2,269.27
Repair Parts & Maintenance	316,508.13	307,886.24	310,276.84	274,450.00	1,215.18
Painting Supplies	174.33	239.57	241.11	525.00	-
Tires & Batteries	46,653.13	37,736.29	29,691.83	35,800.00	-
Bldg Maint. Supplies	8,761.69	7,537.04	10,556.67	8,600.00	2,138.73
Consumable Tools	22,040.74	25,965.46	25,652.98	21,500.00	1,920.99
Sign Parts & Supplies	5,867.95	9,821.65	4,738.92	8,700.00	-
Welding Supplies & Expense	2,065.20	4,433.24	2,925.18	2,500.00	2,924.60
Inventory Adjustment	5,968.94	5,163.24	21,017.69	-	-
Road Supplies	230,151.46	349,561.94	337,492.42	329,668.00	29,070.35
Shop Supplies	17,882.87	18,625.28	21,998.29	19,350.00	2,344.18
Ready for Use	(13,467.26)	(17,000.36)	(7,846.32)	(9,075.00)	-
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Supplies and Expense	951,458.66	1,052,926.03	1,083,113.18	1,061,163.00	86,141.42
Fixed Charges					
Insurance	148,132.00	179,590.00	202,444.00	210,025.00	17,525.00
Rents and Leases	(11,138.10)	7,241.78	16,171.27	-	-
Equipment	5,264.86	5,422.72	5,585.32	5,700.00	468.97
Depreciation/Amortization	3,178,044.76	3,369,916.52	3,818,762.68	3,795,518.00	301,101.91
Depreciation Exp. -STATE	11,303.95	13,826.37	13,116.48	14,482.00	1,093.02
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Fixed Charges	3,331,607.47	3,575,997.39	4,056,079.75	4,025,725.00	320,188.90
Debt Service					
Grants & Contributions					
Bad Debt Exp/Other Losses	1,980.00	599.29	-	-	-
Aid to Localities	19,121.04	18,891.14	11,562.49	98,352.00	-
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Grants & Contributions	21,101.04	19,490.43	11,562.49	98,352.00	-
Department Allocations					
Machinery Operation	(32,999.47)	(30,697.00)	(27,476.08)	(30,000.00)	44.08
Other Inter-dept Allocation	35,382.48	(1,029.59)	(43,480.64)	-	-
Capital Asset Acquisitions	(5,286,742.02)	(4,535,832.54)	(4,556,796.46)	(3,165,000.00)	-
Data Processing Allocation	208,664.47	249,874.16	244,411.00	200,000.00	16,667.00
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Department Allocations	(5,075,694.54)	(4,317,684.97)	(4,383,342.18)	(2,995,000.00)	16,711.08
Total Operating Expenses	6,998,941.62	7,880,843.01	8,388,785.88	8,442,546.00	758,359.47
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NET COST WITHOUT CAPITAL OUTLAY	(4,479,564.66)	(2,247,247.01)	(4,885,082.10)	(611,686.00)	236,874.12
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NET COST	(4,479,564.66)	(2,247,247.01)	(4,885,082.10)	(611,686.00)	236,874.12
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