

March 28, 2018

TRANSPORTATION & INFRASTRUCTURE COMMITTEE MEETING
Douglas County Board of Supervisors
Wednesday, April 4, 2018, 9:30 a.m., Highway Department Office
7417 S. County Road E, Hawthorne, Wisconsin

Please call the Chair or the County Clerk's Office (395-1397) if you cannot attend.

MEMBERS: Nick Baker, Chair Marvin Finendale, Vice Chair
 Pat Ryan Dan Corbin

A G E N D A

(Committee to maintain a two-hour meeting limit or take action to continue meeting beyond that time.)

1. Roll call.
2. Approval of minutes from the March 7, 2018, meeting (attached).
3. Action Items/Referrals: Capital funding request (attached).
4. Informational:
 - (a) CTH Y jurisdictional transfer;
 - (b) Maple salt shed; and
 - (c) CTH Y downtown Gordon construction project.
5. Reports:
 - (a) Administrative;
 - (b) Maintenance projects;
 - (c) Equipment; and
 - (d) Budget (attached).
6. Future agenda items.
7. Adjournment.

cc: Shelley Nelson Carolyn Pierce Sue Sandvick Ann Doucette
 Candy Anderson County Board Supervisors

NOTE: Attachments to the agenda are available at the County Clerk's Office for review or copying and at the Douglas County website at www.douglascountywi.org. Action may be taken on any item listed on the agenda. The County of Douglas complies with the Americans with Disabilities Act of 1990. If you are in need of an accommodation to participate in the public meeting process, please contact the Douglas County Clerk's Office at (715) 395-1341 by 4:00 p.m. on the day prior to the scheduled meeting. Douglas County will attempt to accommodate any request depending on the amount of notice we receive.

Posted/Daily Telegram/Government Center/Courthouse:

 3/28/2018

Name

Date

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Douglas County Board of Supervisors
Wednesday, March 7, 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, Pat Ryan, Dan Corbin. Others present – Dan Bieberitz, Ryan Haworth, Mark Liebaert, Kevin Schmid, Steve Wedan, Shelley Nelson, Judy O’Brien, Jason Jackman, Cheryl Westman, Committee Clerk.

APPROVAL OF MINUTES: Motion by Finendale, second Ryan, to approve the minutes from the January 3, 2018, meeting. Motion carried.

ACTION ITEMS/REFERRALS:

Budgetary:

2017 Carryovers/Reserves: Reviewed.

ACTION (REFERRAL/RESOLUTION): Motion by Ryan, second Corbin, to approve the carryovers/reserves as presented in the amount of \$4,681,402.00, and refer to Administration Committee and County Board. Motion carried unanimously.

Budgetary Transfers/Reserves Releases: Reviewed.

ACTION (REFERRAL/RESOLUTION): Motion by Corbin, second Ryan, to approve the budgetary transfers and reserve releases as proposed, and refer to Administration Committee and County Board. Motion carried unanimously.

Two Additional Seasonal Laborers – Utilized for State System: The state approved charging two Temporary Summer Laborers to the Douglas County RMA.

ACTION: Motion by Ryan, second Corbin, to approve two additional summer seasonal laborers dedicated to state projects. Motion carried.

INFORMATIONAL:

ACTION: Motion by Finendale, second Corbin, to take up item b, c and d, prior to a. Motion carried.

CTH Y Jurisdictional Transfer: Bayfield County approved the transfer for maintenance of the north 2.2 miles on CTH Y.

Maple Salt Storage Facility Update: Jackman reported Wheeler Construction waiting to go ahead to start production of materials; Ayers contracted to provide bidding documents for construction of building, which is expected this summer – ready for fall deliveries.

Railroad Letter CTH W: Jackman sent letter to Office of the Commissioner of Railroads regarding concerns about CTH W and railroad crossing. Commissioner letter directed Douglas County clear brush and trim trees within its highway right-of-way for 330’ down the highway in each direction of the CTH W crossing this spring, and inform the Commissioner’s Office in writing when the work has been completed. Village directed to put up some signage as well.

USH 53/CTH Y Restricted Crossing U-Turn Alternative – Presentation by Daniel Biebertiz, WisDOT: Copy of presentation distributed. Reducing and mitigating crashes at this location necessitated need for improvement. Proposed solution is a restricted crossing u-turn (RCUT); a proven safety treatment. If HSIP funds received, construction likely in 2020, and tied to US 53 paving project.

ACTION: Motion by Corbin, second Finendale, to support RCUT plan as presented. Motion carried.

Reports:

Administrative: Jackman reported Soo Line Bridge CTH C on schedule to be constructed this year; received complaints on AA regarding trains blocking intersection for long periods of time, so contacted a CNN representative, and was informed that improvements should occur in the future due to new side track placements.

Maintenance Projects: Haworth distributed updated county and state work lists.

Equipment: Wedan distributed Highway Class Asphalt Paver bid results; Fabick Cat low bidder at \$308,400.00; 24 week lead time typical, but due to dealer trade, delivery anticipated early May.

Budget: O'Brien reviewed budget for the time period ending January 31, 2018.

Future Agenda Items: Capital projects.

ADJOURNMENT: Motion by Ryan, second Corbin, to adjourn. Motion carried. Meeting adjourned at 10:27 a.m.

Submitted by,

Cheryl Westman, Committee Clerk

2018 Highway Department Capital Funding Request

April 2018

Priority

1) Loader	\$223,500
2) Hawthorne Well	\$15,000
3) Gordon Well	\$12,000
TOTAL	\$250,500

Steve Wedan
Fleet/Facilities Manager

83500	DOUGLAS COUNTY, WISCONSIN					
MHWYR15	BUDGET SUMMARY REPORT					03/27/18
DL0016A18	NET COST - BUDGET AND ACTUAL					13:13:37
All Revenues and Expenditures						
For the Two Months Ending February 28, 2018						
	2018					
	Amended	2018	2018	%	%	2017
	Budget	Actual	Balance	Actual	Balance	Actual
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Revenues						
Intergovernmental Revenues	(167,083.34)	(175,636.02)	8,552.68	105.12	(5.12)	(153,311.75)
Public Charges For Services	(1,666.66)	(50.00)	(1,616.66)	3.00	97.00	(242.66)
Intergovt. Charges For Serv.	(442,768.96)	(465,796.60)	23,027.64	105.20	(5.20)	(423,827.33)
Miscellaneous Revenues	(1,216.66)	(2,949.13)	1,732.47	242.40	(142.40)	892.76
Other Financing Sources	(416,666.66)	(416,666.66)	-	100.00	-	(863,333.34)
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Revenues	(1,029,402.28)	(1,061,098.41)	31,696.13	103.08	(3.08)	(1,439,822.32)
Expenses						
Personnel Services, Less OT	500,461.52	518,040.83	(17,579.31)	103.51	(3.51)	504,814.24
Personnel Services--Overtime	36,144.20	49,451.47	(13,307.27)	136.82	(36.82)	36,400.58
Contractual Services	1,274,270.56	1,247,683.29	26,587.27	97.91	25.57	51,838.49
Supplies & Expense	201,663.80	249,143.54	(47,479.74)	123.54	(23.54)	226,447.40
Fixed Charges	670,954.18	641,599.17	29,355.01	95.62	4.38	605,804.72
Grants & Contributions	16,392.00	16,392.00	-	100.00	-	16,000.00
Department Allocation	99,077.20	33,378.08	65,699.12	33.69	66.31	31,666.00
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Expenses	2,798,963.46	2,755,688.38	43,275.08	98.45	2.66	1,472,971.43
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Net Cost	1,769,561.18	1,694,589.97	74,971.21	95.76	12.51	33,149.11
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			Machinery operation and other allocation items			
			that create variances due to budget spread entries.			
		70,743.86	(Will clear at year-end.)			
			Expenses greater than revenues. Favorable variance,			
		1,765,333.83	actual to budget, in the amount of \$4,227.35.			

83500	DOUGLAS COUNTY, WISCONSIN				
MHWYR08	Highway Department--Budget Detail				03/27/18
DL2018	For the Two Months Ending February 28, 2018				13:04:01
	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	2,397,987.53	1,161,500.00	175,636.02
Wide-load Moving Permits on	650.00	610.00	1,220.00	600.00	50.00
Highway Maint & Construction	47,496.72	9,367.83	19,250.47	9,400.00	-
Transportation	2,019,966.09	2,459,030.17	2,076,759.95	1,981,730.00	465,796.60
Interest Income	339.34	12.46	-	-	2,949.13
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	-	416,666.66
Transfer to-Residual Equity	(245,000.00)	-	-	-	-
Proceeds on LT Borrowing	-	-	-	2,500,000.00	-
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Revenues	11,478,506.28	10,128,090.02	13,287,241.45	9,054,232.00	1,061,098.41
Expenses					
Personnel Services	3,049,744.55	3,149,528.51	3,067,918.81	3,273,491.00	567,492.30
Contractual Services					
Electric	42,396.67	42,296.91	42,802.39	46,000.00	9,311.92
Natural Gas	40,965.62	34,430.72	32,995.24	52,100.00	11,031.38
Telephone	18,974.37	17,062.85	15,132.56	17,200.00	2,852.92
Maint. Agreement	573.17	484.57	925.75	1,100.00	99.68
Laundry Services	7,131.98	12,209.64	8,789.91	8,700.00	1,560.33
Other Repair & Maint.	2,431.74	673.93	1,017.40	750.00	1,597.72
Internet Service	617.18	1,612.25	2,018.74	2,100.00	337.62
Cellular and Pager Service	4,472.58	4,060.75	5,295.91	5,965.00	886.68
Fire Protection/Prevention	976.90	1,481.91	1,978.05	2,000.00	1,579.71
Landfill Service	1,958.21	2,051.51	3,020.91	2,500.00	631.64
Other Outside Services	4,600,226.02	4,284,220.58	4,439,476.97	4,010,673.00	1,217,793.69
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Total Contractual Services	4,720,724.44	4,400,585.62	4,553,453.83	4,149,088.00	1,247,683.29
Supplies & Expense					
Postage	1,175.68	1,309.71	1,153.63	1,500.00	49.73
Office Supplies & Expense	6,586.24	8,140.87	6,891.30	7,000.00	977.40
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	437.37
Advertising	1,343.10	991.08	1,038.32	1,000.00	-
Licenses & Permits	180.84	232.94	-	175.00	-

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DL2018	For the Two Months Ending February 28, 2018				13:04:01
	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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Janitorial Supplies	4,580.20	4,903.82	4,620.02	4,900.00	563.51
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	85,038.44
Oil Grease & Accessories	14,565.15	14,667.13	13,222.40	18,820.00	5,115.72
Repair Parts & Maintenance	316,508.13	307,886.24	310,281.28	274,450.00	69,230.16
Painting Supplies	174.33	239.57	241.11	525.00	-
Tires & Batteries	46,653.13	37,736.29	29,691.83	35,800.00	618.40
Bldg Maint. Supplies	8,761.69	7,537.04	10,556.67	8,600.00	2,706.92
Consumable Tools	22,040.74	25,965.46	25,652.98	21,500.00	3,758.48
Sign Parts & Supplies	5,867.95	9,821.65	4,680.08	8,700.00	-
Welding Supplies & Expense	2,065.20	4,433.24	2,925.18	2,500.00	3,219.61
Inventory Adjustment	5,968.94	5,163.24	21,017.69	-	-
Road Supplies	230,151.46	349,561.94	317,152.72	329,668.00	70,653.32
Shop Supplies	17,882.87	18,625.28	21,998.29	19,350.00	6,768.63
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	1,062,719.08	1,061,163.00	249,143.54
Fixed Charges					
Insurance	148,132.00	179,590.00	202,444.00	210,025.00	35,025.00
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	937.93
Depreciation/Amortization	3,178,044.76	3,369,916.52	3,818,762.68	3,795,518.00	603,450.20
Depreciation Exp. -STATE	11,303.95	13,826.37	13,116.48	14,482.00	2,186.04
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Fixed Charges	3,331,607.47	3,575,997.39	4,056,079.75	4,025,725.00	641,599.17
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	16,392.00
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Grants & Contributions	21,101.04	19,490.43	11,562.49	98,352.00	16,392.00
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	33,334.00
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Department Allocations	(5,075,694.54)	(4,317,684.97)	(4,383,342.18)	(2,995,000.00)	33,378.08
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Total Operating Expenses	6,998,941.62	7,880,843.01	8,368,391.78	9,612,819.00	2,755,688.38
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NET COST WITHOUT CAPITAL OUTLAY	(4,479,564.66)	(2,247,247.01)	(4,918,849.67)	558,587.00	1,694,589.97
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NET COST	(4,479,564.66)	(2,247,247.01)	(4,918,849.67)	558,587.00	1,694,589.97
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