

TRANSPORTATION & INFRASTRUCTURE COMMITTEE MEETING
Douglas County Board of Supervisors
April 6, 2022, 9:30 a.m., Board Room, Second Floor, Government Center
1316 North 14th Street, Superior, Wisconsin

Meeting called to order by Chair Baker.

ROLL CALL: Present –Nick Baker, Sam Pomush, Jim Borgeson (remote), Mark Liebaert (made quorum). Absent – Pat Ryan, Scott Luostari. Others present – Craig Plummer, Jeremy Johnson, Paul Hudacek, Dan Doolittle, Brian Witt, Alan Jaques, Michelle Saari (remote), Garrett Little (remote), Dean Magariner (remote), Pretty Flower (remote), Glen Waisanen (remote), Cody Hughes (remote), Ryan Haworth (remote), Jt Vendela (remote), Jarrid Cheselski (remote), Cody Peterson (remote), Jonathon Brostowitz (remote), Michael Lagerquist, Marshall Kroma (remote), Jon Small (remote), Shelley Nelson (remote), Alex Rowe (remote), Craig Tyson, Ann Doucette, Linda Corbin, Candy Holm-Anderson, Valerie Chamings, Jason Jackman, Cheryl Westman, Committee Clerk.

APPROVAL OF MINUTES: Motion by Pomush, second Liebaert, to approve the minutes from the March 2, 2022, meeting. Motion carried.

ACTION ITEMS/REFERRALS: Approval of 2021 year-end carryovers. Reviewed – total is \$3,177,496.02.

ACTION (REFERRAL/RESOLUTION): Motion by Pomush, second Liebaert, to approve 2021 year-end carryovers as presented, and refer to Administration Committee and County Board. Motion carried unanimously.

INFORMATIONAL/REPORTS:

Highway Employee Letter: Reviewed – copies of letter from Alan Jaques, County Board Supervisor, response from County Administrator, Ann Doucette, and list of Douglas County Highway Department training items distributed, Market wage study results to be completed in the next several months and presented to Executive Committee providing various options. Doucette also provided background on levy impact to salary increases. Recruiting efforts for new employees have been increased. Several Highway Department employees, Dan Doolittle, and Paul Hudacek, discussed how staffing shortages impact increased work duties on remaining long-term employees and the rising number of employees leaving in recent years. Communication between employees and management is key for moving forward in a positive way.

Projects: Jackman distributed work list. Awaiting Bipartisan Infrastructure Law funding for CTH-G project, which likely to be completed in 2023; CTH-FF pulverize and pave project on hold for now; WI Emergency Management, Chase O'Brien, for Nemadji Bridge approach CTH-W project through FEMA, will be working with Jackman and Chamings on application for FEMA grant funding.

Administrative: Jackman reported waiting for survey work prior to timber sale near highway facility; down two maintenance operator/plow drivers; one managerial position open; June

meeting annual review of ATV/UTV trail usage. Jeremy Johnson, New Highway Technician introduced.

Maintenance: Plummer reported crews out again snowplowing today; patching ongoing; a few state projects in progress.

Equipment: Tyson reported two new trucks came in from last year; winter maintenance and summer servicing of equipment in progress.

Budget: Chammings reviewed the final budget for the time ending December 31, 2021.

Future Agenda Items: Capital projects.

ADJOURNMENT: Motion by Pomush, second Liebaert, to adjourn. Motion carried. Meeting adjourned at 10:36 a.m.

Submitted by,

Cheryl Westman, Committee Clerk

2022 Highway Department Capital Improvement Requests

Priority	Description	Estimated Cost
1.)	HAWTHORNE LEAN -TO-STORAGE BUILDING	\$ 900,000.00
2.)	HAWTHORNE 25,000 COLD STORAGE BLDG	\$ 3,750,000.00
3.)	HAWTHORNE H/VAC SYSTEMS	\$ 370,400.00
4.)	PLOW TRUCK	\$ 265,000.00
5.)	HAWTHORNE FLOOR SWEEPER	\$ 66,000.00
6.)	ERSKINE HYDRAULIC LOADER SNOWBLOWER	\$ 37,000.00
7.)	TIRE MACHINE AND BALANCER	\$ 15,000.00
8.)	CULVERT STEAMER PRESSURE WASHER	\$ 11,500.00
9.)	BUILDING SIDEWALK SNOWBLOWER	\$ 2,400.00
10.)	SKID STEER SNOW BUCKET 96"	\$ 2,595.00
11.)	SKID STEER POST HOLE AUGER W/BITS	\$ 4,600.00
12.)	HAWTHORNE CONFERENCE ROOM CARPET	\$ 4,500.00
13.)	CHAIN SAWS -4	\$ 1,700.00
14.)	PICKUPS CREW CAB 4X4	\$ 130,000.00
15.)	HAWTHORNE FRONT OFFICE COUNTERS	\$ 5,000.00
16.)	HAWTHORNE POWER GATE-NORTH DRIVEWAY	\$ 10,500.00
17.)		\$
18.)		\$
19.)		\$
20.)		\$
21.)		\$
22.)		\$
23.)		\$
TOTAL		\$ 5576195

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DOUGLAS COUNTY, WISCONSIN
 Highway Department--Budget Detail

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For the Three Months Ending March 31, 2022

Account Description	3 YR Prior Actual Amount	2 YR Prior Actual Amount	1 YR Prior Actual Amount	Current Yr Amended Budget	Current Yr Actual Amount
Revenues					
General Property Taxes	3,265,140.00	3,044,459.00	3,044,459.00	3,044,459.00	-
Transportation-Fed Grant-FEMA	411,265.94	125.00	-	-	-
Transportation-State Grants	1,366,060.11	1,991,284.86	1,300,933.58	1,447,550.00	-
Wide-load Moving Permits on	360.00	4,990.00	660.00	2,500.00	10.00
Highway Maint & Construction	282,604.95	245,749.57	20,092.85	55,100.00	-
Transportation	2,578,820.46	2,069,028.18	2,308,138.52	2,098,750.00	38,056.00
Interest Income	8.64	2,218.53	1,143.66	-	-
Office Space Rental	7,304.52	7,304.52	8,888.81	7,305.00	1,826.13
Sale of Salvage & Waste Prod	1,429.41	2,509.18	6,637.63	3,000.00	-
Gain/Loss on Sale (Prop. & Equip)	(10,293.18)	-	(2,849.00)	-	-
Insurance Recoveries	12,378.27	12,901.85	14,872.71	-	1,755.99
Reimbursement of Expenses	130,039.00	2,814.00	-	-	-
Other Revenue	-	10.07	8.85	-	-
Bad Debt/Other Recoveries	248,618.86	-	222,640.98	-	-
Transfer from Debt Equity	95,000.00	7,711,372.00	614,800.00	2,500,000.00	-
Revenues	8,388,736.98	15,094,766.76	7,540,427.59	9,158,664.00	41,648.12
Expenses					
Personnel Services	3,228,336.08	2,928,838.49	3,033,459.47	3,405,814.00	749,400.93
Contractual Services					
Legal	-	776.00	14.99	-	-
Other Professional Serv.	600.00	30.00	571.50	100.00	-
Electric	44,560.35	44,652.39	45,262.11	46,150.00	12,504.46
Natural Gas	45,138.37	37,706.59	49,689.48	45,800.00	28,482.63
Telephone	18,302.83	17,768.70	18,220.10	18,150.00	4,746.66
Maint. Agreement	979.31	1,228.73	1,734.61	1,100.00	118.81
Laundry Services	11,229.86	11,290.09	11,223.22	11,500.00	2,459.88
Other Repair & Maint.	-	17,163.46	8,765.61	5,500.00	3,734.54
Internet Service	2,015.72	2,013.52	2,176.95	2,200.00	579.53
Cellular and Pager Service	5,195.80	4,105.16	4,781.05	4,500.00	651.48
Fire Protection/Prevention	1,496.00	1,802.50	1,445.50	1,800.00	1,797.75
Landfill Service	4,388.02	4,974.93	5,610.09	4,750.00	976.72
Other Outside Services	3,671,882.93	3,171,304.55	2,730,628.24	2,566,544.00	72,613.29
Total Contractual Services	3,805,789.19	3,314,816.62	2,880,123.45	2,708,094.00	128,665.75
Supplies & Expense					
Postage	776.65	705.12	1,364.42	1,200.00	122.22
Office Supplies & Expense	5,749.80	3,341.11	5,269.83	5,000.00	1,275.17
Printing & Duplication	565.45	1,218.44	479.45	700.00	599.68
Other Computer Supplies	1,592.10	-	2,052.85	1,600.00	817.20
Membership Dues	350.00	535.00	630.00	600.00	345.00
Training & Seminars	8,038.58	9,165.36	6,280.17	8,050.00	5,571.63
Advertising	1,025.00	370.14	15.73	500.00	-
Licenses & Permits	34.67	184.26	-	100.00	-
Janitorial Supplies	5,078.66	4,107.64	6,791.98	7,050.00	1,561.03
Other Operating Supplies	13,215.22	598.81	1,959.63	1,400.00	92.85
Gas & Fuel	415,762.37	269,648.28	299,713.57	333,015.00	161,196.49
Oil Grease & Accessories	22,104.91	34,264.49	19,741.20	22,700.00	3,778.99
Repair Parts & Maintenance	329,900.91	291,236.76	322,486.60	325,250.00	123,192.65

Painting Supplies	56.91	162.06	144.16	200.00	-
Tires & Batteries	65,396.99	50,655.65	41,414.76	51,000.00	14,242.03
General Equip. Maint.	2,762.00	-	-	500.00	-
Bldg Maint. Supplies	10,481.48	10,494.11	17,044.33	11,200.00	7,266.66
Consumable Tools	21,450.07	9,712.99	18,669.59	19,400.00	3,465.31
Sign Parts & Supplies	8,394.85	8,611.26	8,411.26	8,300.00	369.88
Welding Supplies & Expense	2,363.79	2,471.09	2,616.72	3,000.00	508.50
Inventory Adjustment	8,573.89	21,296.01	2,063.81	-	-
Road Supplies	331,241.15	183,289.97	180,110.96	256,893.00	32,947.59
Shop Supplies	10,449.94	29,139.52	20,720.08	20,750.00	4,313.25
Ready for Use	(11,679.07)	(10,140.19)	(6,315.28)	(9,400.00)	-
Supplies and Expense	1,253,686.32	921,067.88	951,665.82	1,069,008.00	361,666.13
Fixed Charges					
Insurance	193,138.00	202,569.00	215,537.00	220,900.00	-
Rents and Leases	17,029.44	43,541.20	18,899.86	-	-
Equipment	5,921.21	5,586.40	6,798.28	5,700.00	1,583.47
Depreciation/Amortization	3,847,982.09	4,128,397.75	4,202,265.02	4,192,273.00	1,039,217.27
Depreciation Exp. -STATE	30,486.40	30,008.16	44,726.69	51,875.00	13,053.15
Service Fees	786.34	-	-	-	-
Fixed Charges	4,095,343.48	4,410,102.51	4,488,226.85	4,470,748.00	1,053,853.89
Debt Service					
Grants & Contributions					
Aid to Localities	103,030.34	95,042.55	194,372.55	118,791.00	2,018.93
Grants & Contributions	103,030.34	95,042.55	194,372.55	118,791.00	2,018.93
Department Allocations					
Machinery Operation	(39,882.46)	(41,208.19)	(77,017.33)	(40,000.00)	-
Other Inter-dept Allocation	(17,887.21)	(87,254.84)	(20,685.43)	-	(148,779.96)
Capital Asset Acquisitions	(2,913,710.64)	(2,957,171.16)	(2,549,661.48)	(2,695,000.00)	-
Data Processing Allocation	246,473.00	230,385.00	242,607.00	240,000.00	60,000.00
Department Allocations	(2,725,007.31)	(2,855,249.19)	(2,404,757.24)	(2,495,000.00)	(88,779.96)
Total Operating Expenses	9,761,178.10	8,814,618.86	9,143,090.90	9,277,455.00	2,206,825.67
NET COST WITHOUT CAPITAL OUTLAY	1,372,441.12	(6,280,147.90)	1,602,663.31	118,791.00	2,165,177.55
NET COST	1,372,441.12	(6,280,147.90)	1,602,663.31	118,791.00	2,165,177.55

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DOUGLAS COUNTY, WISCONSIN
 BUDGET SUMMARY REPORT
 NET COST - BUDGET AND ACTUAL
 All Revenues and Expenditures

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For the Three Months Ending March 31, 2022

	2022 Amended Budget	2022 Actual	2022 Balance	% Actual	% Balance	2021 Actual	
Revenues							
Taxes	(3,044,459.00)	-	(3,044,459.00)	-	100.00	-	
Intergovernmental Revenues	(1,447,550.00)	-	(1,447,550.00)	-	100.00	(307,806.24)	
Public Charges For Services	(57,600.00)	(10.00)	(57,590.00)	0.02	99.98	(221.33)	
Intergovt. Charges For Serv.	(2,098,750.00)	(38,056.00)	(2,060,694.00)	1.81	98.19	(743,181.28)	
Miscellaneous Revenues	(10,305.00)	(3,582.12)	(6,722.88)	34.76	65.24	(3,873.11)	
Other Financing Sources	(2,500,000.00)	-	(2,500,000.00)	-	100.00	-	
Revenues	(9,158,664.00)	(41,648.12)	(9,117,015.88)	2.46	97.54	(1,055,081.96)	
Expenses							
Personnel Services, Less OT	3,212,112.00	689,544.48	2,522,567.52	21.47	78.53	754,419.00	
Personnel Services--Overtime	193,702.00	59,856.45	133,845.55	30.90	69.10	36,932.66	
Contractual Services	2,708,094.00	128,665.75	2,579,428.25	4.75	95.25	315,325.24	
Supplies & Expense	1,069,008.00	361,666.13	707,341.87	33.83	66.17	266,561.44	
Fixed Charges	4,470,748.00	1,053,853.89	3,416,894.11	23.57	76.43	1,052,310.03	
Debt Service			-				
Grants & Contributions	118,791.00	2,018.93	116,772.07	1.70	98.30	4,045.00	
Department Allocation	(2,495,000.00)	(88,779.96)	(2,406,220.04)	3.56	96.44	(54,594.83)	
Expenses	9,277,455.00	2,206,825.67	7,070,629.33	83.15	16.85	2,374,998.54	
Net Cost	Over/(under)	118,791.00	2,165,177.55	(2,046,386.55)	85.61	114.39	1,319,916.58

