

May 25, 2021

TRANSPORTATION & INFRASTRUCTURE COMMITTEE MEETING
Douglas County Board of Supervisors
June 2, 2021, 9:30 a.m., Board Room, Second Floor, Government Center
1316 North 14th Street, Superior, Wisconsin
***OR JOIN BY PHONE: (US) +1 314-730-0913 PIN: 140 763 101#**
OR VIDEO: <https://meet.google.com/quu-sraz-ers>

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

MEMBERS: Nick Baker, Chair Scott Luostari, Vice Chair Pat Ryan
 Mark McGillis Jim Borgeson

*** Due to COVID-19 concerns, members of the committee and public may attend the meeting remotely.**

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 April 7, 2021, meeting (attached).
3. Action items/referrals: Approval of 2020 year-end carryovers (attached).
4. Informational items/correspondence/updates:
 - (a) Ordinance 5.04, All-Terrain Vehicle and Utility Vehicle Routes and Operation, annual review; and
 - (b) Projects.
5. Reports:
 - (a) Administrative;
 - (b) Maintenance;
 - (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 Juliana Polson

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/Superior Public Library:



05/25/2021

Name

Date

A quorum of the Zoning committee will be present at this meeting due to the attendance of Douglas County Board Supervisors appointed to that committee.

TRANSPORTATION & INFRASTRUCTURE COMMITTEE MEETING
Douglas County Board of Supervisors
April 7, 2021, 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 (remote), Pat Ryan, Mark McGillis (remote), Jim Borgeson (remote), Scott Luostari. Others present – Brody Zembo, Shelley Nelson, Ryan Haworth, Craig Plummer, Jason Jackman, Cheryl Westman, Committee Clerk.

APPROVAL OF MINUTES: Motion by Ryan, second McGillis, to approve the minutes from the March 3, 2021, meeting. Motion carried.

ACTION ITEMS/REFERRALS: Capital project requests – project requests total \$497,500.

ACTION (REFERRAL/RESOLUTION): Motion by Luostari, second Borgeson, to approve capital project requests as presented and refer to County Administrator, Administration/Executive Committees and County Board. Motion carried unanimously.

INFORMATIONAL ITEMS/CORRESPONDENCE/UPDATES/REPORTS:

Projects: Jackman reported the following STP projects are in progress at various stages of design work: CTH-C, CTH-Z, CTH-H, CTH-U. County projects CTH-Z, CTH-U and CTH-W scheduled to begin work early summer and CTH-G in the fall.

Administrative: Jackman reported approximate cost per wash at Highway Department facility is \$40; committee would need to approve utilization by other users. Asphalt and gravel bids came in, with gravel down and asphalt up in price. No COVID outbreaks at the facility. April 1st interviews for one vacancy went well – waiting for background check on one applicant. Road bans tentatively to be removed April 19th.

Maintenance: Haworth distributed work list for review; spring road work activities in full swing.

Equipment: Plummer preparing for upcoming construction season.

Budget: Polson reviewed the budget for the time period ending December 31, 2020.

ADJOURNMENT: Motion by Ryan, second Luostari, to adjourn. Motion carried. Meeting adjourned at 9:51 a.m.

Submitted by,

Cheryl Westman, Committee Clerk

DOUGLAS COUNTY HIGHWAY DEPARTMENT
SUMMARY OF BUDGET CARRYOVER REQUESTS - FINAL
FOR 2020

\$ 1,762,221.80 Surface Transportation Program (STP projects)

2,711,443.65 2021 Bond Funding Reserve

355,723.00 Construction funding

422,931.00 County Bridge Aid - designated

123,992.22 County Bridge Aid - undesignated

10,500.00 Buildings and Grounds Repair Reserve

65,000.00 Underground storage tank monitoring

\$ 5,451,811.67

83500
MHWYR15
DL0016A21

DOUGLAS COUNTY, WISCONSIN
BUDGET SUMMARY REPORT
NET COST - BUDGET AND ACTUAL
All Revenues and Expenditures
For the Three Months Ending March 31, 2021

1
05/25/21
10:05:33

	2021 Amended Budget	2021 Actual	2021 Balance	% Actual	% Balance	2020 Actual
Revenues						
Intergovernmental Revenues	(310,124.97)	(307,806.24)	(2,318.73)	99.25	0.75	(300,714.43)
Public Charges For Services	(10,249.98)	(221.33)	(10,028.65)	2.16	97.84	(29,520.39)
Intergovt. Charges For Serv.	(742,649.99)	(729,718.00)	(12,931.99)	98.26	1.74	(710,831.12)
Miscellaneous Revenues	(1,826.25)	(3,873.11)	2,046.86	212.08	(112.08)	(4,913.83)
Other Financing Sources	(819,799.99)	-	(819,799.99)	-	131.17	-
Revenues	(1,884,651.18)	(1,041,618.68)	(843,032.50)	55.27	49.89	(1,045,979.77)
Expenses						
Personnel Services, Less OT	790,047.92	754,419.00	35,628.92	95.49	4.51	776,448.70
Personnel Services--Overtime	68,475.06	36,932.66	31,542.40	53.94	46.06	42,394.66
Contractual Services	155,312.45	315,325.24	(160,012.79)	203.03	(103.03)	154,337.18
Supplies & Expense	330,479.85	265,243.42	65,236.43	80.26	19.74	374,555.23
Fixed Charges	1,126,430.79	1,052,310.03	74,120.76	93.42	6.58	1,021,683.27
Grants & Contributions	12,845.01	4,045.00	8,800.01	31.49	68.51	53,671.57
Department Allocation	166,830.80	(54,594.83)	221,425.63	(32.72)	132.72	60,000.00
Expenses	2,650,421.88	2,373,680.52	276,741.36	89.56	10.44	2,483,090.61
Net Cost	765,770.70	1,332,061.84	(566,291.14)	173.95	(58.95)	1,437,110.84

For the Three Months Ending March 31, 2021

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	3,393,702.00	3,265,140.00	3,044,459.00	3,044,459.00	-
Transportation-Fed Grant-FEMA	615,562.55	411,265.94	125.00	-	-
Transportation-State Grants	1,263,402.40	1,366,060.11	1,991,284.86	1,240,500.00	307,806.24
Wide-load Moving Permits on	480.00	360.00	4,990.00	1,000.00	10.00
Highway Maint & Construction	81,881.31	282,604.95	245,749.57	40,000.00	211.33
Transportation	2,381,742.03	2,578,820.46	2,069,028.18	2,140,600.00	729,718.00
Interest Income	14,999.84	8.64	2,218.53	-	462.69
Office Space Rental	7,304.52	7,304.52	7,304.52	7,305.00	3,410.42
Sale of Salvage & Waste Prod	3,207.34	1,429.41	2,509.18	-	-
Gain/Loss on Sale (Prop.& Equip)	(29,199.02)	(10,293.18)	-	-	-
Insurance Recoveries	4,166.81	12,378.27	12,901.85	-	-
Reimbursement of Expenses	650,387.97	130,039.00	2,814.00	-	-
Other Revenue	-	-	10.07	-	-
Bad Debt/Other Recoveries	370,367.00	248,618.86	-	-	-
Transfer from Debt Equity	5,000,000.00	95,000.00	7,711,372.00	2,694,800.00	-
Revenues	13,758,004.75	8,388,736.98	15,094,766.76	9,168,664.00	1,041,618.68
Expenses					
Personnel Services	3,374,477.74	3,228,336.08	2,928,838.49	3,377,161.00	791,351.66
Contractual Services					
Legal	-	-	776.00	-	-
Other Professional Serv.	-	600.00	30.00	100.00	-
Electric	44,324.92	44,560.35	44,652.39	45,750.00	13,147.45
Natural Gas	35,644.32	45,138.37	37,706.59	41,500.00	19,325.05
Telephone	18,102.53	18,302.83	17,768.70	18,550.00	4,559.83
Maint. Agreement	1,129.35	979.31	1,228.73	1,100.00	433.05
Laundry Services	9,549.64	11,229.86	11,290.09	11,250.00	3,006.44
Other Repair & Maint.	2,986.65	-	17,163.46	1,250.00	-
Internet Service	2,016.92	2,015.72	2,013.52	2,200.00	549.53
Cellular and Pager Service	5,224.85	5,195.80	4,105.16	4,500.00	905.99
Fire Protection/Prevention	1,579.71	1,496.00	1,802.50	1,800.00	1,445.50
Landfill Service	4,049.41	4,388.02	4,974.93	4,000.00	1,257.02
Other Outside Services	3,611,899.07	3,671,882.93	3,171,304.55	2,389,835.00	270,695.38
Total Contractual Services	3,736,507.37	3,805,789.19	3,314,816.62	2,521,835.00	315,325.24
Supplies & Expense					
Postage	1,316.02	776.65	705.12	1,200.00	259.64
Office Supplies & Expense	5,896.21	5,749.80	3,341.11	6,000.00	1,890.02
Printing & Duplication	603.51	565.45	1,218.44	700.00	124.00
Other Computer Supplies	1,557.40	1,592.10	-	1,600.00	1,159.49
Membership Dues	350.00	350.00	535.00	550.00	610.00
Training & Seminars	8,986.10	8,038.58	9,165.36	9,450.00	119.31
Advertising	392.93	1,025.00	370.14	1,000.00	-
Licenses & Permits	260.09	34.67	184.26	100.00	-
Mileage	203.60	-	-	-	-
Janitorial Supplies	3,093.10	5,078.66	4,107.64	5,000.00	2,802.07
Other Operating Supplies	992.65	13,215.22	598.81	2,100.00	(38.76)
Gas & Fuel	401,907.40	415,762.37	269,648.28	358,110.00	62,294.35
Oil Grease & Accessories	26,853.30	22,104.91	34,264.49	22,800.00	5,390.86
Repair Parts & Maintenance	301,563.01	329,900.91	291,236.76	300,000.00	71,515.99
Painting Supplies	22.34	56.91	162.06	200.00	35.80
Tires & Batteries	61,071.04	65,396.99	50,655.65	51,600.00	6,732.89
General Equip. Maint.	-	2,762.00	-	500.00	-

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DOUGLAS COUNTY, WISCONSIN
Highway Department--Budget Detail

2
05/25/21

10:05:11

For the Three Months Ending March 31, 2021

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
Bldg Maint. Supplies	10,249.62	10,481.48	10,494.11	11,700.00	8,477.71
Consumable Tools	33,529.09	21,450.07	9,712.99	29,800.00	3,956.36
Sign Parts & Supplies	4,888.32	8,394.85	8,611.26	5,500.00	1,308.77
Welding Supplies & Expense	5,484.21	2,363.79	2,471.09	4,000.00	420.28
Inventory Adjustment	22,988.23	8,573.89	21,296.01	-	-
Road Supplies	254,213.36	331,241.15	183,289.97	242,735.00	93,046.55
Shop Supplies	24,187.99	10,449.94	29,139.52	17,600.00	6,784.33
Ready for Use	(4,553.63)	(11,679.07)	(10,140.19)	(8,100.00)	(1,646.24)
Supplies and Expense	1,166,055.89	1,253,686.32	921,067.88	1,064,145.00	265,243.42
Fixed Charges					
Insurance	182,544.00	193,138.00	202,569.00	213,025.00	-
Rents and Leases	(172.04)	17,029.44	43,541.20	-	-
Equipment	5,748.78	5,921.21	5,586.40	5,900.00	2,049.80
Depreciation/Amortization	3,684,269.07	3,847,982.09	4,128,397.75	4,256,790.00	1,042,758.19
Depreciation Exp. -STATE	15,975.11	30,486.40	30,008.16	30,008.00	7,502.04
Service Fees	-	786.34	-	-	-
Fixed Charges	3,888,364.92	4,095,343.48	4,410,102.51	4,505,723.00	1,052,310.03
Debt Service					
Grants & Contributions					
Aid to Localities	115,396.00	103,030.34	95,042.55	51,380.00	4,045.00
Grants & Contributions	115,396.00	103,030.34	95,042.55	51,380.00	4,045.00
Department Allocations					
Equipment Storage	-	-	-	(1.00)	-
Machinery Operation	(42,974.44)	(39,882.46)	(41,208.19)	(40,000.00)	-
Other Inter-dept Allocation	4,896.32	(17,887.21)	(87,254.84)	(1.00)	(115,845.83)
Capital Asset Acquisitions	(3,278,881.81)	(2,913,710.64)	(2,957,171.16)	(2,700,000.00)	-
Data Processing Allocation	242,382.00	246,473.00	230,385.00	245,000.00	61,251.00
Department Allocations	(3,074,577.93)	(2,725,007.31)	(2,855,249.19)	(2,495,002.00)	(54,594.83)
Total Operating Expenses	9,206,223.99	9,761,178.10	8,814,618.86	9,025,242.00	2,373,680.52
NET COST WITHOUT CAPITAL OUTLAY	(4,551,780.76)	1,372,441.12	(6,280,147.90)	(143,422.00)	1,332,061.84
NET COST	(4,551,780.76)	1,372,441.12	(6,280,147.90)	(143,422.00)	1,332,061.84