

June 8, 2023

**TRANSPORTATION & INFRASTRUCTURE COMMITTEE MEETING**  
**Douglas County Board of Supervisors**  
Wednesday, June 14, 2023, 9:30 a.m., Board Room, Second Floor, Government Center  
1316 North 14<sup>th</sup> 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 (715-395-1397) if you cannot attend.

**MEMBERS:** Nick Baker, Chair      Scott Luostari, Vice Chair      Pat Ryan  
Jim Borgeson                      Sam Pomush

**AGENDA**

Virtual attendance available to public; committee members must attend in-person to constitute a quorum and/or vote.  
Committee to maintain a two-hour meeting limit *or* take action to continue meeting beyond that time.  
All action items include attachments unless noted.

- 1. ROLL CALL**
- 2. APPROVAL OF MINUTES**
  - a. May 3, 2023\*
- 3. INFORMATIONAL**
  - a. County ATV/UTV Ordinance Review
  - b. Comprehensive Plan Goals Review
- 4. REPORTS**
  - a. Projects
  - b. Administrative
  - c. Maintenance
  - d. Equipment
  - e. Budget\*
- 5. FUTURE AGENDA ITEMS**
- 6. ADJOURNMENT**

\*Attachment included

cc. Shelly Nelson                                      Carolyn Pierce                                      Kaci Lundgren                                      Ann Doucette  
Bill Whiteside                                      County Board Supervisors                                      Valerie Chamblings

Attachments to agenda available in County Clerk's Office for viewing or copying. Action may be taken on items 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. TDD (715) 395-7521.

Posted: Courthouse and Douglas County website  
Copied: Superior Telegram

Aleya Klasen 6/8/23  
Name Date

**TRANSPORTATION & INFRASTRUCTURE COMMITTEE MEETING**  
**Douglas County Board of Supervisors**  
**Wednesday, May 3, 2023, 9:30 a.m., Board Room, Second Floor, Government Center**  
**1316 North 14<sup>th</sup> Street, Superior, Wisconsin**

**1. ROLL CALL**

Present – Nick Baker, Pat Ryan, Sam Pomush, Jim Borgeson, Scott Luostari. Others present – Chuck Pleski, Mark Liebaert, Shelley Nelson, Jason Jackman, Craig Tyson, Cheryl Westman, Committee Clerk.

**2. APPROVAL OF MINUTES**

Motion by Pomush, second Luostari, to approve minutes from March 1, 2023, meeting. Motion carried.

**3. ACTION ITEMS/REFERRALS**

**a. Capital Improvement/ARPA Project Requests:**

Included with agenda; project requests total \$1,728.789 for 12 items. Also asking for lump sum to start a fund for a multi departmental usage storage building (letter of support from Sheriff's Office in meeting packet).

**ACTION (REFERRAL):** Motion by Luostari, second Ryan, to approve capital improvement project requests as presented, and refer to Administration Committee. Motion carried.

**b. Pedestrian sign installation along CTH T – Town of Wascott:**

Included in meeting packet. Highway Commissioner opposes sign installation as it encourages foot traffic on road, precedent setting, and increases liability to the county in the event of an accident. No action taken.

**c. Adjust seasonal worker starting salary:**

Handout distributed. No applications received at starting wage of \$15/hour; department budgets annually for eight positions.

**ACTION (REFERRAL/RESOLUTION):** Motion by Borgeson, second Pomush, to approve increase in starting wage (\$17/hour) and hire up to four positions and refer to Administration Committee and County Board. Motion carried unanimously.

**4. REPORTS**

**a. Projects:**

CTH-G and CTH-Y projects to begin May 15, 2023; CTH-U to begin this summer.

**b. Administrative:**

Three design RFPs sent out for CTH-W Nemadji Bridge project; down four staff members, with no seasonals on board. Road restrictions to be removed from CTH-H, CTH-G and CTH-S and CTH-T (sand country) on May 8, 2023, all others tentative for May 15, 2023.

**d. Maintenance:**

Patching, state bridge washing and sweeping intersection work occurring.

**e. Equipment:**

Preparing trucks for hauling season; major rebuild in progress on paver.

**f. Budget:**

Budget ending February 28, 2023, reviewed.

**5. FUTURE AGENDA ITEMS**

Next meeting date to be changed due to conflict for Highway Commissioner.

**6. ADJOURNMENT**

Motion by Pomush, second Luostari, to adjourn. Motion carried. Meeting adjourned at 10:16 a.m.

Submitted by,

Cheryl Westman, Committee Clerk

Douglas County, Wisconsin  
 Budget Summary Report  
 Net Cost - Budget and Actual  
 All Revenues and Expenditures  
 For the Four Months Ending April 30, 2023

	2022 Amended Budget	2022 Actual	2023 Amended Budget	2023 Actual	Percent Actual	2023 Balance
<b>Revenues</b>						
Taxes	(3,044,459.00)	(3,044,459.00)	(3,071,108.00)	(3,071,108.00)	100%	-
Intergovernmental Revenues	(1,447,550.00)	(454,091.36)	(3,263,107.00)	(462,685.27)	14%	(2,800,421.73)
Licenses & Permits	-	-	-	-	0%	-
Fines Forfeits & Penalties	-	-	-	-	0%	-
Public Charges For Services	(57,600.00)	(3,280.65)	(56,100.00)	(1,196.90)	2%	(54,903.10)
Intergovt. Charges For Serv.	(2,098,750.00)	(967,981.22)	(2,102,314.00)	(992,623.58)	47%	(1,109,690.42)
Miscellaneous Revenues	(10,305.00)	3,205.33	(10,305.00)	(135,731.71)	1317%	125,426.71
Other Financing Sources	(2,932,500.00)	-	(2,500,000.00)	(833,333.33)	33%	(1,666,666.67)
<b>Revenues</b>	<b>(9,591,164.00)</b>	<b>(4,466,606.90)</b>	<b>(11,002,934.00)</b>	<b>(5,904,602.36)</b>	<b>54%</b>	<b>(5,506,255.21)</b>
<b>Expenses</b>						
Personnel Services, Less OT	3,212,112.00	876,036.15	3,194,622.00	907,056.26	28%	2,287,565.74
Personnel Services--Overtime	193,702.00	65,888.48	208,730.00	77,026.92	37%	131,703.08
Contractual Services	2,708,094.00	166,413.67	5,092,494.00	212,573.97	4%	4,879,920.03
Supplies & Expense	1,069,008.00	454,620.26	1,376,570.00	1,094,446.48	80%	282,123.52
Intra Country Charges	-	-	-	-	0%	-
Fixed Charges	4,470,748.00	1,403,815.91	4,533,449.00	1,451,250.86	32%	3,082,198.14
Debt Service	-	-	-	-	0%	-
Grants & Contributions	118,791.00	2,018.93	98,464.00	-	0%	98,464.00
Capital Outlay	-	-	-	-	0%	-
Department Allocation	(2,495,000.00)	(68,779.96)	(3,429,580.00)	(57,951.19)	2%	(3,371,628.81)
<b>Expenses</b>	<b>9,277,455.00</b>	<b>2,900,013.44</b>	<b>11,074,749.00</b>	<b>3,684,403.30</b>	<b>33%</b>	<b>7,390,345.70</b>
Net Cost over/(under)	(313,709.00)	(1,566,593.46)	71,815.00	(2,220,199.06)		

Douglas County, Wisconsin  
Budget Detail Report  
Net Cost - Budget and Actual  
All Revenues and Expenditures  
For the Four Months Ending April 30, 2023

	2022 Amended Budget	2022 Actual	2023 Amended Budget	2023 Actual	Percentage Actual	2023 Balance
<b>Revenues</b>						
General Property Taxes	(3,044,459.00)	(3,044,459.00)	(3,071,108.00)	(3,071,108.00)	100%	-
Sales Tax Discount	-	-	-	-	0%	-
Transportation-Fed Grant-FEMA	-	-	-	-	100%	-
Transportation-State Grants	(1,447,550.00)	(454,091.36)	(3,263,107.00)	(462,685.27)	14%	(2,800,421.73)
Wide-load Moving Permits on	(2,500.00)	(20.00)	(1,000.00)	(350.00)	35%	(650.00)
Highway Maint & Construction	(55,100.00)	(3,260.65)	(55,100.00)	(846.90)	2%	(54,253.10)
Timber Sales Revenue	-	-	-	-	0%	-
Transportation Reimbursement	-	-	-	-	0%	-
Copies and Duplication	-	-	-	-	0%	-
Easements	-	-	-	-	0%	-
Transportation	(2,098,750.00)	(967,981.22)	(2,102,314.00)	(992,623.58)	47%	(1,109,690.42)
Data Processing Allocation	-	-	-	-	0%	-
Interest Income	-	-	-	(95,209.60)	0%	95,209.60
Office Space Rental	(7,305.00)	(1,826.13)	(7,305.00)	(8,888.81)	122%	1,583.81
Sale of Gravel & Sand	-	-	-	-	0%	-
Sale of Salvage & Waste Prod	(3,000.00)	-	(3,000.00)	(66.30)	2%	(2,933.70)
Sale of Supplies	-	-	-	-	0%	-
Sale of County Forest Land	-	-	-	-	0%	-
Gain/Loss on Sale (Prop.& Equip)	-	6,787.45	-	-	0%	-
Insurance Recoveries	-	(1,755.99)	-	(31,567.00)	100%	31,567.00
Reimbursement of Expenses	-	-	-	-	-100%	-
Refunds	-	-	-	-	0%	-
Other Revenue	-	-	-	-	0%	-
Bad Debt/Other Recoveries	-	-	-	-	0%	-
Miscellaneous Revenues	-	-	-	-	0%	-
Note Proceeds on LT Debt	-	-	-	-	0%	-
Transfer from Debt Equity	(2,932,500.00)	-	(2,500,000.00)	(833,333.33)	33%	(1,666,666.67)
Transfer to Residual Equity	-	-	-	-	0%	-
Proceeds on LT Borrowing	-	-	-	-	0%	-
<b>Revenues</b>	<b>(9,591,164.00)</b>	<b>(4,466,606.90)</b>	<b>(11,002,934.00)</b>	<b>(5,904,602.36)</b>	<b>54%</b>	<b>(5,506,255.21)</b>
<b>Expenses</b>						
Personnel Services	3,405,814.00	941,924.63	3,403,352.00	984,083.18	29%	2,419,268.82
Contractual Services						
Interpreter	-	-	-	-	0%	-
Legal	-	-	-	-	0%	-
Accounting & Auditing	-	-	-	-	0%	-
Data Processing	-	-	-	-	0%	-
Architectural & Engineer	-	-	-	-	0%	-
Other Professional Serv.	100.00	5.00	100.00	-	0%	100.00
Electric	46,150.00	16,759.46	48,000.00	12,983.07	27%	35,016.93
Natural Gas	45,800.00	34,022.44	59,500.00	38,433.26	65%	21,066.74
Fuel Oil	-	-	-	-	0%	-
Water and Sewer	-	-	-	-	0%	-
Telephone	18,150.00	7,189.46	18,800.00	6,261.39	33%	12,538.61
Tank Removal & Testing	-	-	-	-	0%	-
Cleaning Contract	-	-	-	-	0%	-
Maint. Agreement	1,100.00	132.75	1,100.00	232.18	21%	867.82
Ground Improvements	-	-	-	-	0%	-
Laundry Services	11,500.00	3,609.92	11,500.00	4,540.51	39%	6,959.49
Other Repair & Maint.	5,500.00	3,734.54	5,300.00	-	0%	5,300.00
Internet Service	2,200.00	851.78	2,420.00	717.64	30%	1,702.36
Cellular and Pager Service	4,500.00	956.58	4,600.00	1,393.72	30%	3,206.28
Fire Protection/Prevention	1,800.00	1,797.75	1,800.00	-	0%	1,800.00
Landfill Service	4,750.00	2,027.91	5,000.00	1,755.33	35%	3,244.67
Environmental Fees	-	-	-	-	0%	-
Other Outside Services	2,566,544.00	95,326.08	4,934,374.00	146,256.87	3%	4,788,117.13
<b>Total Contractual Services</b>	<b>2,708,094.00</b>	<b>166,413.67</b>	<b>5,092,494.00</b>	<b>212,573.97</b>	<b>4%</b>	<b>4,879,920.03</b>
Supplies & Expense						
Postage	1,200.00	141.98	1,200.00	216.15	18%	983.85
Office Supplies & Expense	5,000.00	1,592.99	5,000.00	1,665.86	33%	3,334.14
Printing & Duplication	700.00	726.47	700.00	358.49	51%	341.51
Audio Visual Supplies	-	-	-	-	0%	-
Fax Charges	-	-	-	-	0%	-

Other Computer Supplies	1,600.00	817.20	1,600.00	2,567.00	160%	(967.00)
Membership Dues	600.00	345.00	600.00	345.00	58%	255.00
Training & Seminars	8,050.00	7,808.99	7,650.00	4,546.53	59%	3,103.47
Advertising	500.00	-	300.00	196.24	65%	103.76
Licenses & Permits	100.00	-	100.00	-	0%	100.00
Mileage	-	-	-	-	100%	-
Other Travel	-	-	-	-	0%	-
Janitorial Supplies	7,050.00	2,993.26	7,050.00	2,021.07	29%	5,028.93
Clothing & Uniforms	-	-	-	-	0%	-
Other Operating Supplies	1,400.00	123.80	1,500.00	671.32	45%	828.68
Gas & Fuel	333,015.00	163,622.25	481,700.00	258,896.75	54%	222,803.25
Oil Grease & Accessories	22,700.00	11,122.19	27,450.00	19,987.02	73%	7,462.98
Repair Parts & Maintenance	325,250.00	153,854.55	330,250.00	198,112.32	60%	132,137.68
Painting Supplies	200.00	-	200.00	-	0%	200.00
Tires & Batteries	51,000.00	17,370.84	56,000.00	28,371.67	51%	27,628.33
General Equip. Maint.	500.00	-	300.00	1,553.80	518%	(1,253.80)
Bldg Maint. Supplies	11,200.00	8,806.78	16,200.00	2,643.66	16%	13,556.34
Furniture & Equip Maint	-	-	-	-	0%	-
Fire Protection Supplies	-	-	-	-	0%	-
Explosives	-	-	-	-	0%	-
Consumable Tools	19,400.00	4,083.51	19,400.00	10,503.93	54%	8,896.07
Sign Parts & Supplies	8,300.00	2,629.28	10,300.00	494.37	5%	9,805.63
Traffic Supplies	-	-	-	-	0%	-
Welding Supplies & Expense	3,000.00	625.94	3,000.00	2,161.80	72%	838.20
Meat/Seafood/Poultry	-	-	-	-	0%	-
Inventory Adjustment	-	(173.74)	-	(1,225.56)	-100%	1,225.56
Road Supplies	256,893.00	72,025.60	394,820.00	549,964.97	139%	(155,144.97)
Shop Supplies	20,750.00	6,103.37	20,650.00	13,131.77	64%	7,518.23
Ready for Use	(9,400.00)	-	(9,400.00)	(2,737.68)	29%	(6,662.32)
Supplies and Expense	<u>1,069,008.00</u>	<u>454,620.26</u>	<u>1,376,570.00</u>	<u>1,094,446.48</u>	<u>80%</u>	<u>282,123.52</u>
<b>Fixed Charges</b>						
Insurance	220,900.00	-	228,680.00	25.00	0%	228,655.00
Rents and Leases	-	-	-	-	0%	-
Buildings & Offices	-	-	-	-	0%	-
Equipment	5,700.00	1,583.47	6,500.00	2,728.26	42%	3,771.74
Depreciation/Amortization	4,192,273.00	1,384,828.24	4,246,056.00	1,431,093.52	34%	2,814,962.48
Depreciation Exp. -STATE	51,875.00	17,404.20	52,213.00	17,404.08	33%	34,808.92
Service Fees	-	-	-	-	0%	-
Sales Tax Expense	-	-	-	-	0%	-
Diesel Tax-State	-	-	-	-	0%	-
Property Tax Expense	-	-	-	-	0%	-
Contingency	-	-	-	-	0%	-
Fixed Charges	<u>4,470,748.00</u>	<u>1,403,815.91</u>	<u>4,533,449.00</u>	<u>1,451,250.86</u>	<u>32%</u>	<u>3,082,198.14</u>
<b>Debt Service</b>						
Notes Payable	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>	<u>-</u>
<b>Grants &amp; Contributions</b>						
Compensation for Damages	-	-	-	-	0%	-
Fines & Foreitures	-	-	-	-	0%	-
Bad Debt Exp/Other Losses	-	-	-	-	0%	-
Aid to Localities	118,791.00	2,018.93	98,464.00	-	0%	98,464.00
Other Grants & Contrib	-	-	-	-	0%	-
Grants & Contributions	<u>118,791.00</u>	<u>2,018.93</u>	<u>98,464.00</u>	<u>-</u>	<u>0%</u>	<u>98,464.00</u>
<b>Department Allocations</b>						
Equipment Storage	0.00	-	-	-	0%	-
Machinery Operation	(40,000.00)	-	(40,000.00)	-	0%	(40,000.00)
Other Inter-dept Allocation	0.00	(148,779.96)	-	(141,283.19)	100%	141,283.19
Hot Mix Allocation	-	-	-	-	0%	-
Building and Grounds Alloc	0.00	-	-	-	0%	-
Capital Asset Acquisitions	(2,695,000.00)	-	(3,639,580.00)	-	0%	(3,639,580.00)
Data Processing Allocation	240,000.00	80,000.00	250,000.00	83,332.00	33%	166,668.00
Department Allocations	<u>(2,495,000.00)</u>	<u>(68,779.96)</u>	<u>(3,429,580.00)</u>	<u>(57,951.19)</u>	<u>2%</u>	<u>(3,371,628.81)</u>
<b>Total Operating Expenses</b>	<u>9,277,455.00</u>	<u>2,900,013.44</u>	<u>11,074,749.00</u>	<u>3,684,403.30</u>	<u>33%</u>	<u>7,390,345.70</u>
<b>NET COST WITHOUT CAPITAL OUTLAY</b>	<u>(313,709.00)</u>	<u>(1,566,593.46)</u>	<u>71,815.00</u>	<u>(2,220,199.06)</u>		
<b>NET COST over/(under)</b>	<u>(313,709.00)</u>	<u>(1,566,593.46)</u>	<u>71,815.00</u>	<u>(2,220,199.06)</u>		