

NOTICE OF MEETING

TRANSPORTATION COMMITTEE

1/6/2020 - 9:00 A.M.

Sheboygan County Transportation Department
W5741 CTH "J"
Plymouth WI 53073

Conference Room

AGENDA

Call to Order
Certification of Compliance with Open Meeting Law
Citizen Input and Comments
Approval of Minutes: Transportation Committee Meeting – December 2, 2019
Review and Approve Vouchers
Approval of Members to Attend Meetings or Functions
Correspondence

Airport/Highway

- Fuel Flowage Update
- Airport Activities and Updates
- Update Customs Facility
- Consideration of 4 lane driveway off of CTH E to be more than 35 feet wide
- Consideration of Request for 1 Additional Limited Term Employee Position
- Consideration of Carryover of Unexpended 2019 Appropriations to 2020
- Consideration of Budget Adjustment
- Consideration of Ordinance No. ____ Re: Establishing Speed Zone on County Road "KK" (Town of Wilson)
- Discussion about Beechwood Lake/CTH S/CTH A
- Highway Activities and Updates

Adjourn

Next Scheduled Meeting: February 3, 2020

Prepared by:
Amy Wieland 459-3822
Recording Secretary

Roger Te Stroete
Committee Chairperson

NOTE: The Committee welcomes all visitors to listen and observe, but only Committee members and those invited to speak will be permitted to speak

A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe, and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Wis. Stat. § 19.84 requires that each meeting of a governmental body be preceded by a public notice setting forth the time, date,

place, and subject matter of the meeting. This Notice and Agenda is made in fulfillment of this obligation. Electronic versions of this Notice and Agenda may hyperlink to documents being circulated to members in anticipation of the meeting and are accessible to the public for viewing. Additions, subtractions, or modifications of the hyperlinked materials do not constitute an amendment to the meeting agenda unless expressly set forth in an Amended Notice and Agenda. Members of the public are encouraged to check from time to time before the meeting to see whether the hyperlinked content has been changed from what was originally posted.

Persons with disabilities needing assistance to attend or participate are asked to notify the Transportation Department Office at 920-459-3822 prior to the meeting so that accommodations may be arranged.

SHEBOYGAN COUNTY TRANSPORTATION COMMITTEE MINUTES

Sheboygan County Transportation Department
W5741 CTH "J"
Plymouth WI 53073

December 2, 2019

Called to Order: 9:00 A.M.

Adjourned: 09:48 a.m.

MEMBERS PRESENT: Roger Te Stroete, Jim Glavan, Al Bosman, Jackie Veldman, and Curt Brauer

OTHERS PRESENT: Greg Schnell, Matt Grenoble, Emily Stewart, Ann Gottowski, Chris Roenitz, Mindy Smith, Lee Kunze, Matt Fore, Tom Wegner, Brian Hoffmann, Dave Crow, Jack Sanders and Amy Wieland

The Sheboygan County Transportation Committee convened at 9:00 a.m. Chairman Te Stroete presiding. Chairman Te Stroete noted that the meeting was posted on November 27, 2019 at 1:20 p.m. in the lobby of the Administration Building in compliance with the open meeting law.

Supervisor Glavan made a motion and Supervisor Brauer seconded the motion to approve the minutes as presented. Motion carried.

Supervisor Bosman made a motion and Supervisor Brauer seconded the motion to approve the vouchers. Motion carried.

Airport Superintendent, Matt Grenoble presented the fuel flowage on behalf of Burrows Aviation. Purchased 32,002 gallons in November 2019, down 21,749 gallons from November 2018; total purchased in 2019 641,766 gallons down 144,008 from 2018.

Supervisor Glavan made a motion and Supervisor Brauer seconded the motion to appoint Matt Grenoble and Edward Ward III to the Airport Advisory Committee. Motion carried.

Supervisor Bosman made a motion and Supervisor Brauer seconded the motion to approve Carryover of Unexpended 2019 Appropriations to 2020 – Airport. Motion carried.

Superintendent Matt Grenoble advised airport staff engaged with snow removal of recent snow storms.

Superintendent Grenoble provided updates on the US Customs Facility. A pre-construction meeting with Zeise Construction is going to be held at 1:00pm on December 2, 2019.

Supervisor Bosman made a motion and Supervisor Glavan seconded the motion to approve the Repair to Vehicle 1215. Motion carried.

Supervisor Glavan made a motion and Supervisor Brauer seconded the motion to approve the Speed Reduction on CTH KK (Stahl Road) East of Moenning Road. Motion carried.

Supervisor Brauer made a motion and Supervisor Bosman seconded the motion to approve the Promotion of Maintenance Worker to Maintenance Technician. Motion carried.

Transportation Director Schnell discussed CTH D project, next phase will start next summer. Department delays with installing snow fence and mounting trucks due to the early snowfalls. Director Schnell explained the departments adjustments to employees scheduled hours, snow route schedules and cost of road salt.

Supervisor Te Stroete and Supervisor Glavan attended a Railroad Consortium meeting. Sheboygan County contributes \$25,000 annually to be a part of the Railroad Consortium, along with other counties in the South East Region. Supervisors learned that there were discussions at the meeting in regards to more companies utilizing the railroad.

Motion by Supervisor Glavan and seconded by Supervisor Bosman to adjourn at 09:48 a.m., motion carried.

Amy Wieland
Recording Secretary

Al Bosman
Committee Secretary



SHEBOYGAN COUNTY VACANT POSITION REQUEST

Date : 1/06/2020

To : Transportation Committee Members

From : Greg Schnell

Position Request:

Position: 1 LTE

Reason for Vacancy: Yearly

Justification:

Truck driving(CDL required), fill in mechanic, flagging, plowing and assisting with maintenance issues.

Staffing Consideration:

Department has considered any and all alternate options as it relates to overall staffing needs.

YES NO

Budget Consideration:

Is this position within the department's annual operating budget? YES NO

If not, please state the amount over budget as well as the proposed source of funds:

Costs:

Salary Range of Requested Position: \$21.00

DBM Salary Range of Requested Position: N/A

The annual costs associated with the position (current year's wage & benefit rates):

Wages	Benefits	Total
\$ 21840	\$ 1938	\$ 23778

(Note: costs for health and dental benefits should be net costs, after subtracting revenue from employee contributions.)

Department Head signature _____

Date 1/3/2020

Liaison Committee signature _____

Date _____

Human Resources Committee signature _____

Date _____

Form Process:

1. Department Head completes the VPA form
2. Department Head presents the VPA form to their Liaison Committee for approval/signature
3. Department Head forwards the VPA form to HR For Human Resources Committee approval/signature (salaried positions only)
4. HR will begin the recruitment process

Carryover of Unexpended 2019 Appropriations to 2020

	Department Name:		Highway		
Account Number	Requested \$ Amount	Item Description	Justification	Reason Unexpended in 2019	
469.532145	\$10,000	Structural - Key Card	<p>In our 2019 Budget there was Funds to install Key Card strikes at all of our Highway facilities. Unfortunately this did not occur due to time and material delivery.</p>	<p>Material delivery and installation coordination did not occur.</p>	
TOTAL REQUEST					\$10,000

2019 Sheboygan County Highway Budget Adjustment

TO: Finance Committee

RE: Budget Adjustment for 2019

Date: January 3, 2020

The Transportation Department Highway Division is respectfully requesting the following budget adjustments.

		DEBIT	CREDIT
423375	State Transportation Revenue	\$ 51,327	
533805	Roadway		\$ 51,327

At the time the budget was prepared the State Transportation Revenue was estimated on the previous year. This adjusts to actual.

424210	Highway Maintenance		\$ 200,000
533806	State No Admin Fee	\$ 200,000	

Highway received funds for the installation of a High Capacity Salt Brine System


426305	Municipal Revenue		\$ 1,800,000
511110	Overtime	\$ 87,000	
531210	Engineering - Arch	\$ 100,000	
531450	Transportation	\$ 560,000	
532315	Tires	\$ 75,000	
532320	Auto Parts	\$ 300,000	
533505	Supplies General	\$ 95,000	
533455	Licenses and Permits	\$ 228,000	
533825	Fuel Gasoline	\$ 15,000	
533830	Fuel Diesel	\$ 60,000	
533832	Fuel - Propane	\$ 140,000	
534115	Rental of Equipment	\$ 140,000	

Additional municipal work and black top sales have generated revenue above budgeted amounts.

As a result, there are increased expenses associated with the increase in work performed.

We respectfully request a budget adjustment to cover the large variances in these accounts.

Respectfully submitted:



 David J. Markworth, CPA
 Senior Accountant

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SHEBOYGAN COUNTY ORDINANCE NO. _____ (2019/20)

Re: **Establishing Speed Zone on County Road "KK" (Town of Wilson)**

WHEREAS, pursuant to Wis. Stat. § 349.11, in the interest of safety, the Transportation Committee recommends that to maintain a reasonable and safe speed zone, the present speed zone on a portion of County Road "KK" be amended as hereinafter specified.

NOW, THEREFORE, the County Board of Supervisors of the County of Sheboygan does ordain as follows:

Section 1. **Changing Speed Zone.** The provisions of Section 20.03(13)(b)2 of the County Code of Ordinances are hereby amended to read as follows (shading indicates additions, strikeouts indicate deletions; only those portions affected appear):

2. ~~Forty-five~~ **Thirty-five** miles per hour from the intersection with County Road "V" westerly to Moening Road.

Section 2. **Effective Date.** The herein Ordinance shall take effect upon adoption by the County Board, approval of the Department of Transportation if required, publication of this Ordinance, and installation of appropriate signage.

Respectfully submitted this 21st day of January, 2020.

TRANSPORTATION COMMITTEE

Roger Te Stroete Chairperson

James P. Glavan, Vice-Chairperson

Al Bosman, Secretary

Curt A. Brauer

Jacqueline Veldman

Opposed to Introduction:

Countersigned by:

Thomas G. Wegner, Chairperson

(See reverse side for location map.)



35 MPH

