

NOTICE OF MEETING

SHEBOYGAN COUNTY TRANSPORTATION COMMITTEE

November 6, 2023

9:00 A.M.

Sheboygan County Transportation Department
Held at Sheboygan County Memorial Airport
N6193 Resource Drive
Sheboygan Falls, WI 53085
Conference Room

AGENDA

Call to Order

Certification of Compliance with Open Meeting Law

Citizen Input and Comments

Approval of Minutes: Transportation Committee Meeting – October 30, 2023

Review and Approve Vouchers

Approval of Members to Attend Meetings or Functions

Correspondence

Airport/Highway

- Airport Activities and Updates (This is a summary of key activities. No action will be taken by the Transportation Committee resulting from this conversation, unless it is a specific item on the agenda.)
- Consideration of Hiring Limited Term Employees (Truck drivers and Students) for 2024
- Consideration of 2024 WCHA Winter Road School – January 22 - 24, 2024
- Consideration of Sponsor – Only Memo for Airport Aerial Survey
- 3rd Quarter Variance Report - Airport
- Highway Activities and Updates (This is a summary of key activities. No action will be taken by the Transportation Committee resulting from this conversation, unless it is a specific item on the agenda.)
- Members of the Transportation Committee will be conducting a tour in Sheboygan County starting at Sheboygan County Memorial Airport immediately following the last agenda item and will move around the county, at the below locations, and end back at the Sheboygan County Memorial Airport. No legislative or policy decisions will be made during the tour. The public is welcome to attend via their own transportation. The tour may be attended by a majority of Transportation Committee. Therefore, their presence constitutes a “meeting” as indicated below:

Tour Schedule: Sheboygan County Memorial Airport -- North Side Shed, N7563 State Highway 42, Sheboygan -- W9517 Willow Road, Ada -- Asphalt Plant, W7388 State Highway 23, Greenbush -- W8504 County Road U, Plymouth -- State Highway 28 & County Road U, Sheboygan Falls -- N6193 Resource Drive, Sheboygan Falls.

Next Scheduled Meeting: Monday, December 4, 2023

Prepared by:
Amy Wieland 920-459-3822
Recording Secretary

Thomas Wegner
Committee Chairperson

NOTE: 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.

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.

SHEBOYGAN COUNTY TRANSPORTATION COMMITTEE MINUTES

Sheboygan County Transportation Department
W5741 County Road J
Plymouth, WI 53073

October 30, 2023

Called to Order: 9:00 A.M.

Adjourned: 9:43 A.M.

MEMBERS PRESENT in person: Thomas Wegner, Al Bosman, Jon Kuhlow, and Roger Te Stroete

MEMBER PRESENT virtually: Jackie Veldman

ALSO PRESENT in person: Alayne Krause, Bryan Olson, Crystal Fieber, Matt Grenoble, Emily Stewart, Greg Schnell, and Amy Wieland

ALSO PRESENT virtually: Jeremy Fetterer and Steve Hatton

Chairman Wegner called the meeting to order at 9:00 a.m.

Chairman Wegner certified compliance with the open meeting law. The notice was posted at 1:45 p.m. on October 27, 2023.

A moment of silence was held in remembrance of Joyce Kuhlow, mother of Sheboygan County Chairman Jon Kuhlow.

Supervisor Bosman made a motion and Supervisor Kuhlow seconded the motion to approve the minutes from October 2, 2023 as presented. Motion carried.

Supervisor Te Stroete made a motion and Supervisor Kuhlow seconded the motion to approve the vouchers. Motion carried.

Airport Superintendent Matt Grenoble updated the committee on current activities.

Supervisor Te Stroete made a motion and Supervisor Bosman seconded the motion to approve the equity adjustments. Motion carried.

Supervisor Bosman made a motion and Supervisor Kuhlow seconded the motion to approve the Vacant Position Requests for Airport and Highway for 2024. Motion carried.

Transportation Director Bryan Olson provided the 3rd Quarter Variance report.

Olson updated the committee on current activities for the Highway Department.

The next Transportation Committee meeting will be on November 6, 2023 at 9:00 a.m.

Motion by Supervisor Bosman and seconded by Supervisor Te Stroete to adjourn at 9:43 a.m. Motion carried.

Amy Wieland
Recording Secretary

Al Bosman
Committee Secretary

**VARIANCE REPORT FOR DEPARTMENT -- COUNTY AIRPORT
FOR THE QUARTER ENDING 09/30/2023**

TIMING	G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE
	Public Charges for Services		
X	Public Works	(2,499.64)	Fuel flowage fee payment for September was not yet received
	Interest and Other Revenue		
X	Other Misc. Revenue	(5,256.61)	Reimbursement from Kohler for Customs inspections not yet received
	Personnel Related Expenditure		
	Wages	(24,162.54)	Old sick bank and vacation payouts
	Overtime	(1,580.32)	OT was related to winter storms
	Benefits	(1,216.01)	Benefits related to OT
	Operating Expenses		
	Purchased Services	19,298.24	More Customs inspections than budgeted
	Repairs and Maintenance	271,270.13	Large projects with other funding sources no longer needed and federal funding will not directly impact budget as originally anticipated
	General Operating	33,022.60	Brine/de-ice mix has not yet been ordered; decision made to forgo some commercial travel, seminars, and advertising to offset higher than expected equipment repairs
	Fixed Charges	1,142.28	FAA closed out a 2020 project where costs came in lower than expected and refunded BOA its share of the overpayment. BOA refunded County its 20% share of the overpayment.
	Interdepartmental Charges		
	Employee Related Insurance	2,514.06	Employee insurance selection coupled with vacancies earlier in the year
	Repairs & Maintenance Charges	(19,327.29)	Highway repairs to Airport equipment and higher than budgeted electrician charges

X	Capital Outlay	58,577.00	Airport broom truck not yet delivered
	Variances Less Than Justification Threshold	124.10	
	TOTAL	331,906.00	Positive