

TRANSPORTATION & INFRASTRUCTURE COMMITTEE MEETING
Douglas County Board of Supervisors
January 5, 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, Samuel Pomush, Scott Luostari. Absent – Pat Ryan, Jim Borgeson (remote). Others present – Candy Anderson, Valerie Chamblings, Tracy Ruppe, Shelley Nelson, Craig Plummer, Craig Tyson, Cheryl Westman, Committee Clerk.

APPROVAL OF MINUTES: Motion by Pomush, second Luostari, to approve the minutes from the November 3, 2021, meeting. Motion carried.

New Highway Accountant Valerie Chamblings introduced.

ACTION ITEMS/REFERRALS: **Intergovernmental Agreement between North West Wisconsin Counties for Highway Department Mutual Aid.** Northwest counties already have this in place verbally, more of a formal agreement and provides documentation. Corporation Counsel is currently reviewing.

ACTION (RESOLUTION): Motion by Pomush, second Luostari, to approve Intergovernmental Agreement between North West Wisconsin Counties for Highway Department Mutual Aid, with Corporation Counsel’s endorsement. Motion carried unanimously.

INFORMATIONAL/REPORTS:

Projects: Jackman distributed SEH project update; U, H, M different design status points; C West – monthly meetings with designer and state, moving forward and planning for 2024 construction.

Administrative: Jackman reported no CTH-W Nemadji Bridge update; awaiting timber cutting near highway facility by Forestry Department (approved at Forestry Committee’s December meeting); staff update: still down one mechanic and one other position, waiting for McGrath study to investigate potential for minor reorganization; state municipal agreements for LRIP forthcoming in spring.

Maintenance: Plummer reported hand brushing, right-of-way, snow removal, and patching work ongoing.

Equipment: Tyson reported keeping trucks operating and working on ordering new equipment for next season.

Budget: Anderson reviewed the budget for the time period ending October 31, 2021.

Future Agenda Items: Town of Brule (CTH – H). Next meeting is March 2, 2022.

ADJOURNMENT: Motion by Pomush, second Luostari, to adjourn. Motion carried. Meeting adjourned at 9:54 a.m.

Submitted by,

Cheryl Westman, Committee Clerk



Douglas County Highway Department
7417 South County Road E
Hawthorne, WI 54873

MEMORANDUM

TO: Transportation & Infrastructure Committee

FROM: Jason Jackman

DATE: February 11^h, 2022

RE: Seasonal Laborer Hourly Wage Increase

Due to the high demand of entry level workers and higher wages being offered for similar work I am requesting approval to increase the hourly wage of the department's Seasonal Laborers from \$12.50(Season 1), \$13.00(Season 2) and \$13.50(Season 3) to \$15.00, \$16.00 and \$17.00. The last several years we have budgeted for eight Seasonal Laborers, but have been unable to fill all the openings. This proposed increase will not affect our current budget and would be equivalent to the Lead Park Workers hourly wage at the Forestry Department.

Thank you for your consideration.

Jason Jackman

Douglas County
2022 Budget
 Form B-5
 New Positions and Upgrades

FUND 775	MAJOR FUNCTION Highway Seasonal Laborers	DEPARTMENT Highway	COST CENTER 32100	COMMITTEE Transportation and Infrastructure
-------------	---	-----------------------	----------------------	--


NEW POSITION(S)


Class.	Number of Pos.	Salary per Hour	Salary per Year	Total	FICA	Retire.	Life & Hospital Ins.	Workers Comp.	Misc.	Total Cost
				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reason for new position(s):										

Note: Total salary should include total amount to be paid, including overtime, etc.

PROPOSED POSITION RECLASSIFICATION(S)

Position	Present Class.	Prop. Class.	Present Salary	Proposed Salary	Increase in Salary	Increase in FICA	Increase in Retire.	Inc. in Workers Comp. & Other	Total Inc. in Cost
Seasonal Laborers (6)			\$43,808.00	\$51,300.00	\$7,892.00	\$688.44			
Seasonal Laborer, 2nd Year			\$7,558.00	\$9,120.00	\$1,562.00	\$119.49		\$52.23	\$8,382.67
Seasonal Laborer, 3rd Year			\$9,708.00	\$11,985.00	\$2,277.00	\$174.19		\$15.48	\$1,692.10
Reason for proposed reclassification: Increase hourly wage for Seasonal Laborers from \$12.50, \$13.00, and \$13.50 to \$16.00, \$16.00, and \$17.00 respectively. Eight total positions. Increase within									\$2,466.85
									\$12,491.42

 02/11/2022
 Department Head Approval

 02/14/2022
 County Administrator Recommended

Standing Committee Approval

Administration Committee Approval

PLEASE NOTE: For new positions: Attach a copy of the Job Description
 Attach a copy of respective committee minutes

83500
MHWYR08
DL2021

DOUGLAS COUNTY, WISCONSIN
Highway Department--Budget Detail

1
02/23/22

15:33:30

For the Twelve Months Ending December 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	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	1,239,827.65
Wide-load Moving Permits on Highway Maint & Construction Transportation	480.00 81,881.31 2,381,742.03	360.00 282,604.95 2,578,820.46	4,990.00 245,749.57 2,069,028.18	1,000.00 40,000.00 2,328,357.82	660.00 20,092.85 2,192,292.69
Interest Income	14,999.84	8.64	2,218.53	-	1,143.66
Office Space Rental	7,304.52	7,304.52	7,304.52	7,305.00	8,888.81
Sale of Salvage & Waste Prod	3,207.34	1,429.41	2,509.18	-	6,637.63
Gain/Loss on Sale (Prop.& Equip)	(29,199.02)	(10,293.18)	-	-	(2,849.00)
Insurance Recoveries	4,166.81	12,378.27	12,901.85	-	14,872.71
Reimbursement of Expenses	650,387.97	130,039.00	2,814.00	-	-
Other Revenue	-	-	10.07	-	8.85
Bad Debt/Other Recoveries	370,367.00	248,618.86	-	-	222,640.98
Transfer from Debt Equity	5,000,000.00	95,000.00	7,711,372.00	3,167,300.00	-
Revenues	13,758,004.75	8,388,736.98	15,094,766.76	9,828,921.82	6,748,675.83
Expenses					
Personnel Services	3,374,477.74	3,228,336.08	2,928,838.49	3,377,161.00	2,947,718.47
Contractual Services					
Legal	-	-	776.00	-	14.99
Other Professional Serv.	-	600.00	30.00	100.00	571.50
Electric	44,324.92	44,560.35	44,652.39	45,750.00	45,262.11
Natural Gas	35,644.32	45,138.37	37,706.59	41,500.00	49,689.48
Telephone	18,102.53	18,302.83	17,768.70	18,550.00	18,220.10
Maint. Agreement	1,129.35	979.31	1,228.73	1,100.00	1,734.61
Laundry Services	9,549.64	11,229.86	11,290.09	11,250.00	11,223.22
Other Repair & Maint.	2,986.65	-	17,163.46	1,250.00	8,765.61
Internet Service	2,016.92	2,015.72	2,013.52	2,200.00	2,176.95
Cellular and Pager Service	5,224.85	5,195.80	4,105.16	4,500.00	4,781.05
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	5,610.09
Other Outside Services	3,611,899.07	3,671,882.93	3,171,304.55	2,577,592.82	2,730,628.24
Total Contractual Services	3,736,507.37	3,805,789.19	3,314,816.62	2,709,592.82	2,880,123.45
Supplies & Expense					
Postage	1,316.02	776.65	705.12	1,200.00	1,364.42
Office Supplies & Expense	5,896.21	5,749.80	3,341.11	6,000.00	5,269.83
Printing & Duplication	603.51	565.45	1,218.44	700.00	479.45
Other Computer Supplies	1,557.40	1,592.10	-	1,600.00	2,052.85
Membership Dues	350.00	350.00	535.00	550.00	630.00
Training & Seminars	8,986.10	8,038.58	9,165.36	9,450.00	6,280.17
Advertising	392.93	1,025.00	370.14	1,000.00	15.73
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	6,791.98
Other Operating Supplies	992.65	13,215.22	598.81	2,100.00	1,959.63
Gas & Fuel	401,907.40	415,762.37	269,648.28	358,110.00	310,802.77
Oil Grease & Accessories	26,853.30	22,104.91	34,264.49	22,800.00	19,741.20
Repair Parts & Maintenance	301,563.01	329,900.91	291,236.76	300,000.00	322,486.60
Painting Supplies	22.34	56.91	162.06	200.00	144.16
Tires & Batteries	61,071.04	65,396.99	50,655.65	51,600.00	41,414.76
General Equip. Maint.	-	2,762.00	-	500.00	-

83500
 MHWYR08
 DL2021

DOUGLAS COUNTY, WISCONSIN
 Highway Department--Budget Detail

2
 02/23/22

15:33:30

For the Twelve Months Ending December 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	17,044.33
Consumable Tools	33,529.09	21,450.07	9,712.99	29,800.00	18,669.59
Sign Parts & Supplies	4,888.32	8,394.85	8,611.26	5,500.00	10,557.62
Welding Supplies & Expense	5,484.21	2,363.79	2,471.09	4,000.00	2,616.72
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	215,605.13
Shop Supplies	24,187.99	10,449.94	29,139.52	17,600.00	20,720.08
Ready for Use	(4,553.63)	(11,679.07)	(10,140.19)	(8,100.00)	(6,315.28)
Supplies and Expense	1,166,055.89	1,253,686.32	921,067.88	1,064,145.00	998,331.74
Fixed Charges					
Insurance	182,544.00	193,138.00	202,569.00	213,025.00	215,537.00
Rents and Leases	(172.04)	17,029.44	43,541.20	-	-
Equipment	5,748.78	5,921.21	5,586.40	5,900.00	6,798.28
Depreciation/Amortization	3,684,269.07	3,847,982.09	4,128,397.75	4,256,790.00	4,202,265.02
Depreciation Exp. -STATE	15,975.11	30,486.40	30,008.16	30,008.00	44,726.69
Service Fees	-	786.34	-	-	-
Fixed Charges	3,888,364.92	4,095,343.48	4,410,102.51	4,505,723.00	4,469,326.99
Debt Service					
Grants & Contributions					
Aid to Localities	115,396.00	103,030.34	95,042.55	51,380.00	194,372.55
Grants & Contributions	115,396.00	103,030.34	95,042.55	51,380.00	194,372.55
Department Allocations					
Equipment Storage	-	-	-	(1.00)	-
Machinery Operation	(42,974.44)	(39,882.46)	(41,208.19)	(40,000.00)	(77,017.33)
Other Inter-dept Allocation	4,896.32	(17,887.21)	(87,254.84)	(1.00)	(115,760.98)
Capital Asset Acquisitions	(3,278,881.81)	(2,913,710.64)	(2,957,171.16)	(2,700,000.00)	(2,543,123.01)
Data Processing Allocation	242,382.00	246,473.00	230,385.00	245,000.00	242,607.00
Department Allocations	(3,074,577.93)	(2,725,007.31)	(2,855,249.19)	(2,495,002.00)	(2,493,294.32)
Total Operating Expenses	9,206,223.99	9,761,178.10	8,814,618.86	9,212,999.82	8,996,578.88
NET COST WITHOUT CAPITAL OUTLAY	(4,551,780.76)	1,372,441.12	(6,280,147.90)	(615,922.00)	2,247,903.05
NET COST	(4,551,780.76)	1,372,441.12	(6,280,147.90)	(615,922.00)	2,247,903.05

83500
MHWYR15
DL0016A21

DOUGLAS COUNTY, WISCONSIN
BUDGET SUMMARY REPORT
NET COST - BUDGET AND ACTUAL

1
02/23/22
15:35:20

All Revenues and Expenditures
For the Twelve Months Ending December 31, 2021
2021

	Amended Budget	2021 Actual	2021 Balance	% Actual	% Balance	2020 Actual
Revenues						
Taxes	(3,044,459.00)	(3,044,459.00)	-	100.00	-	(3,044,459.00)
Intergovernmental Revenues	(1,240,500.00)	(1,239,827.65)	(672.35)	99.95	0.05	(1,991,409.86)
Public Charges For Services	(41,000.00)	(20,752.85)	(20,247.15)	50.62	49.38	(250,739.57)
Intergovt. Charges For Serv.	(2,328,357.82)	(2,192,292.69)	(136,065.13)	94.16	6.36	(2,069,028.18)
Miscellaneous Revenues	(7,305.00)	(251,343.64)	244,038.64	3,440.71	(3,340.71)	(27,758.15)
Other Financing Sources	(3,167,300.00)	-	(3,167,300.00)	-	126.69	(7,711,372.00)
Revenues	(9,828,921.82)	(6,748,675.83)	(3,080,245.99)	68.66	34.32	(15,094,766.76)
Expenses						
Personnel Services, Less OT	3,166,232.00	2,831,399.07	334,832.93	89.42	10.58	2,782,353.81
Personnel Services--Overtime	210,929.00	116,319.40	94,609.60	55.15	44.85	146,484.68
Contractual Services	2,709,592.82	2,880,123.45	(170,530.63)	106.29	(6.76)	3,314,816.62
Supplies & Expense	1,064,145.00	998,331.74	65,813.26	93.82	6.18	921,067.88
Fixed Charges	4,505,723.00	4,469,326.99	36,396.01	99.19	0.81	4,410,102.51
Grants & Contributions	51,380.00	194,372.55	(142,992.55)	378.30	(278.30)	95,042.55
Department Allocation	(2,495,001.00)	(2,493,294.32)	(1,706.68)	99.93	0.07	(2,855,249.19)
Expenses	9,213,000.82	8,996,578.88	216,421.94	97.65	2.40	8,814,618.86
Net Cost	(615,921.00)	2,247,903.05	(2,863,824.05)	(364.97)	(5,573.92)	(6,280,147.90)