

May 2, 2023

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 14th Street, Superior, Wisconsin

***OR JOIN BY PHONE: (US) +1 314-730-0913 PIN: 140 763 101#**

OR VIDEO: <https://meet.google.com/guu-sraz-ers>

Please call the Chair or the County Clerk's Office (715-395-1397) if you cannot attend.

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

AMENDED 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. March 1, 2023*

3. ACTION ITEMS/REFERRALS

- a. Capital Improvement/ARPA Project Requests
- b. Pedestrian sign installation along CTH T – Town of Wascott
- c. Adjust seasonal worker starting salary (to be distributed)

4. REPORTS

- a. Projects
- b. Administrative
- c. Maintenance
- d. Equipment
- e. Budget*

5. FUTURE AGENDA ITEMS

6. ADJOURNMENT

cc: Shelley Nelson Carolyn Pierce Kaci Lundgren Ann Doucette
Bill Whiteside County Board Supervisors Valerie Chamings

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: Superior Telegram, Government Center, Courthouse, Superior Public Library, Website



5/2/2023

Name Date

TRANSPORTATION & INFRASTRUCTURE COMMITTEE MEETING
Douglas County Board of Supervisors
Wednesday, March 1, 2023, 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, Sam Pomush, Scott Luostari, Jim Borgeson (remote). Absent – Pat Ryan. Others present – Chuck Pleski, Craig Tyson, Craig Plummer, Valerie Chamings, Shelley Nelson, Jason Jackman, Cheryl Westman, Committee Clerk.

APPROVAL OF MINUTES: Motion by Pomush, second Luostari, to approve minutes from November 2, 2022, meeting. Motion carried.

ACTION ITEMS/REFERRALS: Approval of 2022 Year-End Carryovers. Chamings distributed – total \$9,785,298.99.

ACTION (REFERRAL/RESOLUTION): Motion by Luostari, second Pomush, to approve carryovers as presented, and refer to Administration Committee and County Board. Motion carried unanimously.

Reports:

Projects: Asphalt bids received lower than last year; CTH-G project to be started earlier than expected; CTH-Y reconstruction to begin in May and CTH-U in July. CTH-W Nemadji Bridge awaiting approval for funding, with 2024/2025 construction timeframe.

Administrative: Final two loads of tires disposed, ending cleanup at former Bellino and trailer park tax-deeded properties at a cost of almost \$9,000; down three staff members; State of Wisconsin land exchange for sand pit process approved by Land & Development Committee.

Maintenance: Staff extremely busy with snowplowing; patch wagons and steamers ready to go when spring arrives.

Equipment: Two new plow trucks to arrive; general equipment maintenance ongoing.

Budget: Chamings reviewed the budget ending December 31, 2022 – under budget.

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

Submitted by,

Cheryl Westman, Committee Clerk

2023 Highway Department Capital Improvement Requests

Priority	Description	Estimated Cost
1.)	HAWTHORNE ROOF REPLACEMENT - See letter from Jamar	\$ 425,000.00
2.)	PLOW TRUCK	\$ 370,000.00
3.)	DRIVEABLE BROOM - Replace failing unit	\$ 88,000.00
4.)	LIGHTS SHOP/RED SHED/SALT SHED	\$ 70,000.00
5.)	TRAILER - TRI AXLE	\$ 50,000.00
6.)	LOADER	\$ 250,000.00
7.)	F450 CREWCAB BABY DUMP	\$ 87,000.00
8.)	2 -F350 CREW CABS	\$ 120,000.00
9.)	RED SHED HVAC SYSTEM - Replace Original system	\$ 78,000.00
10.)	Desing for two (2) Intersections - CTH C & K and CTH C & E	\$ 75,000.00
11.)	Design for replacement of five (5) Under 20 ft. Structures	\$ 110,000.00
Future: Hawthorne Storage Building - 25,000 - 35,000 S.F. (Multi Depatrmntal Usage) Asking for Lump Sum to start a fund to build on. Approximately 4 to 6 Million		
TOTAL		\$ 1,723,000.00



THE JAMAR COMPANY | 4701 MIKE COLALILLO DR. | DULUTH, MN 55807-2762 | PH 218.628.1027 | FX 218.628.1174

March 30, 2023

Douglas County
7417 County Road E.
Solon Springs, WI 54873

Attn: To Whom it May Concern
Re: Highway Building Re-roof

Recently, a Jamar Company representative walked the existing roof areas at the Douglas County highway facility building located at 7417 County Road E. in Solon Springs, WI.

During the job walk, it was noted the membrane has been pulling loose from the walls which is typical with this type of roof as the roof membrane shrinks over a long period of time. Multiple leaks and attempts at repairs were also discussed.

We understand this roof system was installed in 1999 thus having been in service for 24 years. The existing roof system consists of an EPDM "Rubber" roof system with two layers of insulation on a structurally sloped roof decking with rock ballast holding the roofing and insulation in place without mechanical attachment.

Historically, this type of roof system would be covered with a 10-15 year warranty at the time of installation which would be 9-14 years out of warranty depending on the warranty provided at the time of installation.

With the current deficiencies and history of repairs already performed, it is our opinion this roof has reached the end of its serviceable life and we recommend these roof areas be replaced.

If you should have any questions or require additional information, please feel free to contact me at (218) 628-1027.

Sincerely,
THE JAMAR COMPANY

Rose Misiewicz
Regional Roofing Manager

RM/brw



Douglas County Sheriff's Office

1316 N. 14th Street • Suite 100 • Superior, Wisconsin 54880

April 6, 2023

Transportation and Infrastructure Committee
7417 E County Rd E
Hawthorne, WI 54842

RE: Letter of Support – Highway Department 2023 Capital Project – Community Storage Building

Dear Committee Members-

On behalf of the Douglas County Sheriff's Office, this letter is submitted in support of the Highway Department 2023 Capital Project of a community heated storage building in Hawthorne. The Sheriff's Office is in dire need of storage space in Hawthorne for emergency equipment and evidence.

The current cold storage pole shed in Hawthorne utilized by the Sheriff's Office is completely full yet we still have equipment and evidence outside. The Sheriff's Office has hundreds of thousands of dollars of equipment that cannot fit in the shed and has been deteriorating outside in the elements. Most of this equipment used for search and rescue and needs to be accessible and ready to go into service at any given time. Due to it being outside, maintenance costs and deployment times are significantly increased while service life and resale value is greatly decreased.

The Sheriff's Office is also statutorily required to secure evidence in criminal cases. We have numerous cars, trucks, campers, trailers in evidence at any given time. These items have to be secured from access to anyone on the property in order to retain a chain of custody. Evidence takes priority for pole shed space in Hawthorne, which then moves more county owned equipment outside into the elements.

By funding a heated storage building in Hawthorne, the Sheriff's Office can move all move all equipment inside reducing costs and extending service life. In addition, the cold storage pole shed could be designated strictly for evidence storage which would solve the security and access issues.

Please accept this letter on behalf of the Sheriff's Office indicating our support of this vital project.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Izzard".

Matthew Izzard
Sheriff



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

MEMORANDUM

TO: Transportation & Infrastructure Committee

FROM: Jason Jackman

DATE: April 25, 2023

RE: Pedestrian Sign Installation along CTH T – Town of Wascott

Mike Stupak, a local resident, along with the Town of Wascott Chair, Jan Jenson, have requested the Highway department erect pedestrian signs on CTH T from Kennedy Road to Crystal Lake Road due to vehicular and ATV/UTV traffic along this half-mile stretch to warn motorists of pedestrians walking along the highway. This is not a Pedestrian Crossing which would be in a specific location or at an intersection but would be designating a section of CTH T as a walkway.

I oppose this proposal for the following reasons;

County highway T does not have a paved shoulder or designated path nor was the highway designed for a walkway.

Setting precedent.

Liability in the event of accident/fatality

Thank you,

Jason Jackman
Highway Commissioner

	2022 Amended Budget	2022 Actual	2023 Amended Budget	2023 Actual	Percentage Actual	2023 Balance
Revenues						
General Property Taxes	(3,044,459.00)	-	(3,071,108.00)	-	0%	(3,071,108.00)
Sales Tax Discount	-	-	-	-	0%	-
Transportation-Fed Grant-FEMA	-	-	-	-	100%	-
Transportation-State Grants	(1,447,550.00)	(227,045.68)	(3,263,107.00)	(231,342.63)	7%	(3,031,764.37)
Wide-load Moving Permits on	(2,500.00)	-	(1,000.00)	(10.00)	1%	(990.00)
Highway Maint & Construction	(55,100.00)	(2,977.35)	(55,100.00)	(203.77)	0%	(54,896.23)
Timber Sales Revenue	-	-	-	-	0%	-
Transportation Reimbursement	-	-	-	-	0%	-
Copies and Duplication	-	-	-	-	0%	-
Easements	-	-	-	-	0%	-
Transportation	(2,098,750.00)	(535,524.58)	(2,102,314.00)	(585,540.71)	28%	(1,516,773.29)
Data Processing Allocation	-	-	-	-	0%	-
Interest Income	-	-	-	(45,007.39)	0%	45,007.39
Office Space Rental	(7,305.00)	-	(7,305.00)	(1,584.29)	22%	(5,720.71)
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	-	-	-	(16,877.50)	100%	16,877.50
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	(2,500,000.00)	-	(2,500,000.00)	(416,666.67)	17%	(2,083,333.33)
Transfer to Residual Equity	-	-	-	-	0%	-
Proceeds on LT Borrowing	-	-	-	-	0%	-
Revenues	(9,158,664.00)	(758,760.16)	(11,002,934.00)	(1,705,222.83)	15%	(9,705,634.74)
Expenses						
Personnel Services	3,405,814.00	479,240.65	3,403,352.00	518,316.06	15%	2,885,035.94
Contractual Services						
Interpreter	-	-	-	-	0%	-
Legal	-	-	-	-	0%	-
Accounting & Auditing	-	-	-	-	0%	-
Data Processing	-	-	-	-	0%	-
Architectural & Engineer	-	-	-	-	0%	-
Other Professional Serv.	100.00	-	100.00	-	0%	100.00
Electric	46,150.00	5,357.86	48,000.00	5,558.80	12%	42,441.20
Natural Gas	45,800.00	18,323.02	59,500.00	20,342.79	34%	39,157.21
Fuel Oil	-	-	-	-	0%	-
Water and Sewer	-	-	-	-	0%	-
Telephone	18,150.00	3,067.60	18,800.00	3,126.81	17%	15,673.19
Tank Removal & Testing	-	-	-	-	0%	-
Cleaning Contract	-	-	-	-	0%	-
Maint. Agreement	1,100.00	118.81	1,100.00	63.85	6%	1,036.15
Ground Improvements	-	-	-	-	0%	-
Laundry Services	11,500.00	1,619.83	11,500.00	2,082.88	18%	9,417.12
Other Repair & Maint.	5,500.00	722.65	5,300.00	-	0%	5,300.00
Internet Service	2,200.00	386.02	2,420.00	358.82	15%	2,061.18
Cellular and Pager Service	4,500.00	346.28	4,600.00	661.62	14%	3,938.38
Fire Protection/Prevention	1,800.00	-	1,800.00	-	0%	1,800.00
Landfill Service	4,750.00	976.72	5,000.00	592.47	12%	4,407.53
Environmental Fees	-	-	-	-	0%	-
Other Outside Services	2,566,544.00	49,080.83	4,934,374.00	69,818.91	1%	4,864,555.09
Total Contractual Services	2,708,094.00	79,999.62	5,092,494.00	102,606.95	2%	4,989,887.05
Supplies & Expense						
Postage	1,200.00	96.53	1,200.00	47.25	4%	1,152.75
Office Supplies & Expense	5,000.00	509.74	5,000.00	743.08	15%	4,256.92
Printing & Duplication	700.00	270.00	700.00	300.49	43%	399.51
Audio Visual Supplies	-	-	-	-	0%	-
Fax Charges	-	-	-	-	0%	-
Other Computer Supplies	1,600.00	817.20	1,600.00	976.00	61%	624.00
Membership Dues	600.00	345.00	600.00	345.00	58%	255.00
Training & Seminars	8,050.00	467.31	7,650.00	1,041.48	14%	6,608.52
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	1,254.48	7,050.00	1,284.28	18%	5,765.72
Clothing & Uniforms	-	-	-	-	0%	-
Other Operating Supplies	1,400.00	61.90	1,500.00	61.90	4%	1,438.10
Gas & Fuel	333,015.00	92,062.95	481,700.00	138,734.43	29%	342,965.57
Oil Grease & Accessories	22,700.00	3,778.99	27,450.00	9,777.01	36%	17,672.99
Repair Parts & Maintenance	325,250.00	100,869.87	330,250.00	110,614.86	33%	219,635.14
Painting Supplies	200.00	-	200.00	-	0%	200.00
Tires & Batteries	51,000.00	10,662.02	56,000.00	11,409.02	20%	44,590.98
General Equip. Maint.	500.00	-	300.00	-	0%	300.00
Bldg Maint. Supplies	11,200.00	6,286.65	16,200.00	662.69	4%	15,537.31
Furniture & Equip Maint	-	-	-	-	0%	-
Fire Protection Supplies	-	-	-	-	0%	-
Explosives	-	-	-	-	0%	-
Consumable Tools	19,400.00	2,160.93	19,400.00	3,334.02	17%	16,065.98
Sign Parts & Supplies	8,300.00	172.62	10,300.00	51.24	0%	10,248.76
Traffic Supplies	-	-	-	-	0%	-
Welding Supplies & Expense	3,000.00	400.57	3,000.00	1,600.40	53%	1,399.60
Meat/Seafood/Poultry	-	-	-	-	0%	-
Inventory Adjustment	-	(173.74)	-	(1,225.56)	-100%	1,225.56
Road Supplies	256,893.00	65,316.58	394,820.00	362,013.75	92%	32,806.25
Shop Supplies	20,750.00	3,061.16	20,650.00	8,398.29	41%	12,251.71
Ready for Use	(9,400.00)	-	(9,400.00)	(810.24)	9%	(8,589.76)
Supplies and Expense	1,069,008.00	288,420.76	1,376,570.00	649,555.63	47%	727,014.37
Fixed Charges						
Insurance	220,900.00	-	228,680.00	25.00	0%	228,655.00
Rents and Leases	-	-	-	-	0%	-
Buildings & Offices	-	-	-	-	0%	-
Equipment	5,700.00	527.82	6,500.00	1,087.30	17%	5,412.70
Depreciation/Amortization	4,192,273.00	693,363.41	4,246,056.00	730,196.08	17%	3,515,859.92
Depreciation Exp. -STATE	51,875.00	8,702.10	52,213.00	8,702.04	17%	43,510.96
Service Fees	-	-	-	-	0%	-
Sales Tax Expense	-	-	-	-	0%	-
Diesel Tax-State	-	-	-	-	0%	-
Property Tax Expense	-	-	-	-	0%	-
Contingency	-	-	-	-	0%	-
Fixed Charges	4,470,748.00	702,593.33	4,533,449.00	740,010.42	16%	3,793,438.58
Debt Service						
Notes Payable	-	-	-	-	0%	-
Grants & Contributions						
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	118,791.00	2,018.93	98,464.00	-	0%	98,464.00
Department Allocations						
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	40,000.00	250,000.00	41,666.00	17%	208,334.00
Department Allocations	(2,495,000.00)	(108,779.96)	(3,429,580.00)	(99,617.19)	3%	(3,329,962.81)
Total Operating Expenses	9,277,455.00	1,443,493.33	11,074,749.00	1,910,871.87	17%	9,163,877.13
NET COST WITHOUT CAPITAL OUTLAY	118,791.00	684,733.17	71,815.00	205,649.04		
NET COST over/(under)	118,791.00	684,733.17	71,815.00	205,649.04		

	2022 Amended Budget	2022 Actual	2023 Amended Budget	2023 Actual	Percent Actual	2023 Balance
Revenues						
Taxes	(3,044,459.00)	-	(3,071,108.00)	-	0%	(3,071,108.00)
Intergovernmental Revenues	(1,447,550.00)	(227,045.68)	(3,263,107.00)	(231,342.63)	7%	(3,031,764.37)
Licenses & Permits	-	-	-	-	0%	-
Fines Forfeits & Penalties	-	-	-	-	0%	-
Public Charges For Services	(57,600.00)	(2,977.35)	(56,100.00)	(213.77)	0%	(55,886.23)
Intergovt. Charges For Serv.	(2,098,750.00)	(535,524.58)	(2,102,314.00)	(585,540.71)	28%	(1,516,773.29)
Miscellaneous Revenues	(10,305.00)	6,787.45	(10,305.00)	(63,535.48)	617%	53,230.48
Other Financing Sources	(2,500,000.00)	-	(2,500,000.00)	(416,666.67)	17%	(2,083,333.33)
Revenues	(9,158,664.00)	(758,760.16)	(11,002,934.00)	(1,705,222.83)	15%	(9,705,634.74)
Expenses						
Personnel Services, Less OT	3,212,112.00	441,392.67	3,194,622.00	479,205.51	15%	2,715,416.49
Personnel Services--Overtime	193,702.00	37,847.98	208,730.00	39,110.55	19%	169,619.45
Contractual Services	2,708,094.00	79,999.62	5,092,494.00	102,606.95	2%	4,989,887.05
Supplies & Expense	1,069,008.00	288,420.76	1,376,570.00	649,555.63	47%	727,014.37
Intra Country Charges	-	-	-	-	0%	-
Fixed Charges	4,470,748.00	702,593.33	4,533,449.00	740,010.42	16%	3,793,438.58
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)	(108,779.96)	(3,429,580.00)	(99,617.19)	3%	(3,329,962.81)
Expenses	9,277,455.00	1,443,493.33	11,074,749.00	1,910,871.87	17%	9,163,877.13
Net Cost over/(under)	118,791.00	684,733.17	71,815.00	205,649.04		