

**Town of St. Joseph**  
**Minutes for the Public Works Committee**  
**Monday, October 3, 2016**

**CALL TO ORDER** by Chair Marty at 6:00PM

**PLEDGE OF ALLEGIANCE**

**STATEMENT OF PUBLIC NOTICE:** posted as required by the Clerk/Treasurer

**ROLL CALL:** everyone is present

**ADOPTION OF AGENDA;** Motion to adopt the agenda as posted, Long/Simpson,passed

**APPROVAL OF PRIOR MEETING MINUTES -8/29/16:** Motion to approve the minutes of 8/29/16 Zahler/Long passed- Simpson abstained because he did not attend the meeting.

**Business:**

1. **Meeting with snowplow contractors prior to the 2016-2017 season:** No issues were identified by the contractors. We are still plowing some of the new roads from the Crossing project that have not been contracted with county by the state. Motion to recommend the board bill the State of Wisconsin DOT for the costs to plow the State owned frontage roads (144<sup>th</sup> and 145<sup>th</sup>) Hwy 64 that were plowed by Tuma in 2016. Those costs were itemized on his bills. We also ask that the clerk's office compile a total of these costs for the board at their next meeting. Johnson/Simpson passed.
2. **Review of Pavement Management Plan and the road that will need rehabilitation or reconstruction.**
  - a. Review the information from Ehlers and Associates and make a recommendation to the Town board at to the scope of the Public Works needs: reviewed the roads but are waiting for the board to make a decision on if the loan will happen.
3. **Public Works building specs and bid:** plans are being uploaded tomorrow. Nov 2<sup>nd</sup> is opening and November 10 board will make a decision.
4. **WISLR packet and reporting:** Stantec will do this packet and wait to start until the board decides about the road acceptance of Orchards. They will bring a quote to the board on the 13<sup>th</sup>.
5. **Chapter 149- plates and changes to ordinance**
  - a. Review of change and plates: Reviewed the changes on the plates and the ordinance. We will do a final review of this ordinance at the next meeting and pass it on to the Plan Commission for November with review by the town attorney and then it will go to the board for a public hearing in January.
6. **Review of current and future expenditures for 2016 to date and all bills received from August and September:** We have a cost of \$1288 for culverts under major roadwork and we have not done any major roadwork and it should be placed under "Materials-cul/rock/cold mix" .
7. **Review numbers for 2017 budget and any changes by the board:** Motion to recommend that the board have separate categories for the Sealcoating and Cracksealing line items because these are bid projects that need to be carefully managed and it will help with future budgets for these items to be separate. Marty/Zahler passed. We would like to see the separate line items by the next Public Works meeting.
8. **General maintenance:**
  - a. Signs: we are still working on all of this.
    - i. Inventory of reflectivity: count and costs of replacement:
    - ii. Costs and installation
    - iii. Relocation of signs on town property
  - b. Red Pine Trail update: no report at this time.

- c. **ROW and ditch issues:**
  - i. Further encroachment on 60<sup>th</sup> and elsewhere: We have signs missing and broken off. They are mowing the ditches and moving parsnip around and in addition the picker is taking the signs out. Pulled a semi off of 60<sup>th</sup> and tore up the road again. We have already fixed it once and recommend that we fix it again and send him a bill. We need to find the culvert under 60<sup>th</sup> that has been buried and put 8' T-steel posts along the end of the culvert approximately every 8" to protect it from damages by farm equipment and bill the landowner. Motion to recommend that the board address these issues and send bills to the landowner. In the future we ask that the board start sending out tickets under WI Statutes 86.021 Johnson/Simpson passed.
  - d. Gravel and grading roads-retriever and grading completion: need gravel on some roads for next year. Cedar E cul de sac needs to be done. We need some shouldering done this fall yet. We recommend ramps on 50<sup>th</sup> and Valley View and on Valley View near the dump.
  - e. Retriever for shouldering: Nothing at this time.
  - f. Culverts in Houlton and elsewhere-maintenance: this is in process
  - g. Maintenance issues
    - i. Timeline for repairs and maintenance and potholing—pretty much done at this time. Have some work orders out there.
    - ii. Damages to roads- in process
    - iii. Completion of work orders—work is in process
- 9. Brushing, mowing and tree cutting
  - a. Mowing and timeline with 3 pt and arm mower: Tuma will be working on the list of trees that need to be cut.
  - b. Tractor maintenance: \$4600 to fix tractor and mower
- 10. Preparation for the Budget Hearing in November: We recommend to the board that they leave \$250,000 in for cracksealing and sealcoating as those roads we built in 2009 are coming up for that maintenance and it can't be delayed.

**PUBLIC COMMENT** –Opportunity for comments on subjects not on the agenda when recognized by the presiding officer: Simpson- the proper fire signs are not on the Schottler farm as we have discontinued that road. Long: every county in the state had a meeting regarding public monies for roads. Cold mix application as paving.

**Items for Town Board Agenda:** See # 1, 7 8c for motions and 5, 6 and 10 for possible actions

Items for next Public Works Committee Agenda

**Date for the next Public Works Committee:** Wednesday, November 2, 2016 at 6:00PM

Adjournment: Motion to adjourn Long/Simpson, passed at 8:50PM