

Town of St. Joseph - St. Croix County, WI
Minutes of the Public Works Committee
Monday, August 1, 2016

CALL TO ORDER at 6:02PM

PLEDGE OF ALLEGIANCE

STATEMENT OF PUBLIC NOTICE as required by the Clerk/Treasurer **ROLL CALL:** everyone is present –Zahler left at 7:30 **ADOPTION OF AGENDA:** Motion to adopt the agenda, Long/Simpson passed

APPROVAL OF PRIOR MEETING MINUTES – 7/6/16: Motion to approve the 7/6/16 minutes Johnson/Long, passed

Business:

1. Public Works building—Bids, timeline and recommendations: no bids came in. Motion that we go back to bid on November 17th. Stantec will put a note in bid documents pertaining prevailing wage and will review metal standards. Johnson/Marty passed
2. **Chapter 149- plates and changes to ordinance**
 - a. Review of change and plates: Zahler will be reviewing these plates and Stantec will bring the changes and plates back to the committee at our next meeting.
3. **Review of current and future expenditures for 2016 to date and all bills received from June and July:** Reviewed the bills. Our budget numbers were provided to the supervisor 2 box, but we were not able to find them. We will review these expenditures at our next meeting. Motion to request that the board make available to the Public Works Committee a budget accounting of all the monies spent and where they are being allocated on the Transaction Detail by Account from Quickbooks. Johnson/Marty passed
4. **General maintenance:**
 - a. Signs
 - i. Inventory of reflectivity: count and costs of replacement: County has been contacted and they had spent a lot of time putting a cost for installation of signs. We need a map to determine where things are being installed. Tuma is looking at this installation. Johnson will make a call to Anderson out of MN and Decker out of Madison regarding costs of signs. This will come back to us at the next meeting.
 - ii. Costs and installation: see above
 - iii. Watch for children placement sign on 56th St.: move the sign
 - b. Red Pine Trail update: No response so we are asking that the board request an update from the attorney as to what is happening.
 - c. ROW and ditch issues:
 - i. Installation of signs: no more have been installed.
 - ii. Further encroachment on 60th and elsewhere: 2 spots of encroachment on the north end of 85th on the east side.
 - d. Gravel and grading roads-retriever and grading completion: no complaints and the roads look good.
 - e. Retriever for shouldering: can't do anything until we get our budget numbers.
 - f. Culverts in Houlton and elsewhere-maintenance: 41st and 122nd need to be cleaned out. Some driveways need to be cleaned up. Long is doing a culvert inventory in Houlton and other areas.
 - g. Maintenance issues

- i. Timeline for repairs and maintenance and potholing: pretty much completed except for some washouts. Marty will be talking to Monarch and/or others about patching material that is better than what we are receiving from County.
 - ii. Damages to roads: these are being done.
 - iii. Completion of work orders: these are being completed
 - iv. 41st St issues: owner has not appeared before us.
- h. Inspection of erosion control areas in existing subdivisions: nothing new

5. Spraying of weeds, mowing and tree cutting

- a. Mowing with 3 pt and arm mower: Marty recused himself, Long is in charge of this part of the meeting. Using the 3 point mower there are limitations and we have saved some money and time. They have been using the 3 point and the arm mower at the same time. There is a broken pin that needs to be replaced and we can't use the boom mower right now. Tuma will be using it for chipping. The mower is getting wore out. And the mower and tractor are over 17 years old. We need to keep the service up on the tractor but need to look at another mower for this tractor or look for another tractor and mower combination. We will continue to investigate this and bring our findings to the board in 2017.
- b. Tractor logs for tracking activities: Long has done a spreadsheet and it has all the roads on it and it is being used by all the drivers.
Timeline for mowing and brushing: we are done. Spraying was done the 2nd week of June, it should be done a little earlier for parsnip and thistles and then mowing should commence after that.

6. **Future funding options for Public Works:** review of roads needing attention and costs involved: we will wait until after the Ehlers meeting to make our recommendations.

7. Review of work orders : see above

PUBLIC COMMENT –Opportunity for comments on subjects not on the agenda when recognized by the presiding officer. none

Items for Town Board : see 1, 3 and 4b

Items for next Public Works Committee Agenda: same as above

Date for the next Public Works Committee, Monday, August 29, 2016-- 6:00PM

Adjournment: Motion to adjourn Simpson/Long passed 8:17PM