

Town of St. Joseph
Minutes for the Public Works Committee
Wednesday, November 2, 2016

CALL TO ORDER by Mark Simpson (Bob Marty was absent) 6:02PM **PLEDGE OF ALLEGIANCE**
STATEMENT OF PUBLIC NOTICE by the clerk/treasurer **ROLL CALL:** everyone was present except Bob Marty **ADOPTION OF AGENDA:** Long/Zahler-passed
APPROVAL OF PRIOR MEETING MINUTES -10/3/16-Motion to approve the corrected minutes of 10/3/16, Johnson/Simpson passed

Business:

1. **Public Works building specs and bid:** received 1 bid. Stantec will do some research into some options for the town. Motion to recommend that the board reject the bid from T2 Contracting, Inc. based on the price. Johnson/Simpson, passed
2. **WISLR packet and reporting:** This is in process.
3. **Chapter 149- plates and changes to ordinance:** Motion to send Chapter 149, the specifications and plates to the Plan Commission for their review after the updates discussed on November 2nd, Long/Simpson-passed
 - a. Review of change and plates: were reviewed
4. **Crack sealing and sealcoating for 2017:** tabled for next meeting
5. **Review of current and future expenditures for 2016 to date and all bills received from September and October:** reviewed the budget items for 2016. The committee has a need to track materials separate from the contractor labor in 53311 under Routine and Emergency Maintenance. This would be similar to the Winter category where materials are separate from the labor costs. Maybe the line items could be designated "materials" and "labor".
6. **Review numbers for 2017 budget:** We recommend that the board put the \$1500 for culverts under major road work to 53311 "materials-culverts/rock/cold mix".
7. **General maintenance:**
 - a. Signs: work is still in progress
 - i. Inventory of reflectivity: count and costs of replacement
 - ii. Costs and installation
 - iii. Relocation of signs on town property
 - b. Maintenance issues
 - i. Timeline for repairs and maintenance: nothing new
 - ii. Potholing and shouldering issues: some potholing and shouldering work orders
 - iii. Damages to roads: billings have been done separate.
 - iv. Completion of work orders: 5 are outstanding
 - v. Brushing and tree cutting: this is ongoing
8. **Preparation for the Budget Hearing in November:** Long will take this over.

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

Items for Town Board Agenda: See # 1

Items for next Public Works Committee Agenda: signs, brushing, snowplowing, budget

Date for the next Public Works Committee : Tuesday December 6th at 6:00PM

Adjournment: Motion to adjourn Johnson/Long passed at 7:50PM