

POLK COUNTY HIGHWAY COMMITTEE MEETING AGENDA

Polk County Highway Building
518 Main Street, Balsam Lake, WI
Thursday, March 1, 2012
3:30 p.m., Highway Office

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes of the January 5, 2012 Meeting
4. Public Comments
5. Voucher Review
6. Financial Reports
7. Items of Business
 - a. Equipment Update – Loader Scale (Loren Anderson, operator and Kathy Bohn)
 - b. Brine Manufacturing Update
 - Product Review
 - Review Film from Wisconsin Dairy
 - Presentation of Picture from Wisconsin Dairy
 - c. Discuss and Set Non-Financial Goals
8. Administrative Report
9. Committee Comments
10. Adjournment

This meeting is open to the public according to Wis. Stat. Sec. 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

POLK COUNTY HIGHWAY MEETING
Polk County Highway Office, Balsam Lake, WI
March 1, 2012

Chairman Caspersen called the meeting to order at 3:30 p.m. at the Polk County Highway office, Balsam Lake, WI.

Members present: Marvin Caspersen, Dean Johansen, Jay Luke, Craig Moriak,
 Larry Voelker
Others present: Steve Warndahl, Kathy Bohn, Emil Norby, Loren Anderson
Press present: Gregg Westigard

Motion by Luke and seconded by Voelker to approve the agenda. Motion carried.

Motion by Johansen and seconded by Luke to approve the minutes of the January 5, 2012 meeting. Motion carried.

Voucher Review: The committee reviewed and discussed the vouchers paid from January 1 through February 23, 2012.

Financial Reports: Bohn reviewed the final 2011 fund balance and cash flow statements, explaining the budgeted use of fund balance for 2011 expenses. Also reviewed were the WisDOT Contract Summary and Construction Project Summary. In addition, the committee received a construction project cost summary comparing projected cost per mile to actual cost per mile.

Equipment Update: Loren Anderson explained to the committee his duties as loader operator and how he uses the loader scale for loading trucks and mixing salt sand blends. He explained the ease of using the scale and programming mix batches into the software. Bohn then reviewed a printout from the loader software, how it is used to track quantities of salt sand mixed and how it ties into inventory control. General discussion followed on the use of the loader scale.

Brine Manufacturing Update: Norby updated the committee on the gallons of brine and hot brine manufactured year-to-date. And then summarized the usage of salt brine and how it is used as a pre-wetter. The committee viewed a film produced by Wisconsin Dairy and aired on February 20, 2012, spotlighting Polk County's use of cheese brine. In appreciation, Wisconsin Dairy gave the department a limited edition print, signed and numbered by the artist. Caspersen will present the framed print to the County Board.

Discussion of Non-Financial Goals: Warndahl suggested several non-financial goals that the committee could set for 2012.

- Employee participation at Highway committee meetings: Employees could explain their jobs, techniques they use and any special technology that works for them.

- Keeping the committee updated on equipment purchases, union negotiations, etc.
- Development of frac sand hauling regulations for Polk County roads: Work with town boards and county departments to develop an ordinance to regulate the use of county roads for frac sand hauling.
- Communicate information to the committee from WCHA, the federal highway administration, and others that affect highway operations.

Administrative Report: Warndahl advised the committee that the department has cancelled their annual MSHA training and will participate in the safety days training sponsored by Wisconsin County Mutual.

Highway's supplement to the Polk County Employee Handbook is in draft form and ready for review by Highway management.

Ayers & Associates will be conducting the annual bridge inspections again this year. Per bridge price is slightly higher due to stream bed inspection requirements.

The software and communication for the truck scale at Balsam Lake has been updated. But many of Highway's trucks exceed the weight capacity of the scale when fully loaded with material and equipment. The current scale cannot weigh trucks over 72,000 lbs and is very unsafe and out of MSHA compliance. Warndahl will be talking with the county administrator regarding funds to replace the existing scale.

Motion by Voelker and seconded by Johansen to adjourn the meeting. Meeting adjourned at 4:53 p.m.