

MARQUETTE COUNTY HIGHWAY COMMITTEE

Highway Department Office Building

Virtual and In-Person Meeting

February 18th, 2024 – Meeting Minutes

Call to order: 9:00 a.m. by Mike Raddatz.

Members of the committee present: Present: Mike Raddatz, Dave Benson, John Bennett and Lance Achterberg. Other county officials present Brian Trebiatowski. Ron Barger and Brenda Petersen. Absent- Kathy Jo Locke.

Review/Approve the Agenda: Moved by John Bennett and seconded by Dave Benson to approve the agenda. Motion carried.

Review/Approve the minutes from the previous meeting: Moved by John Bennett and seconded by Lance Achterberg to approve the minutes from the December 17th, 2024, meeting. Motion carried.

Township Questions/Comments/Concerns:

Driveway Permit Discussion: Brian shared the draft permit as discussed in December. Option was added for applicants to choose to have a private contractor/property owner or highway department install the culvert if needed. Also, additional language was added regarding contractor/property owner installation, depth of cover and approach elevations in relation to the edge of the road. Discussion followed. Moved by Dave Benson and seconded by Lance Achterberg to approve the language of the new driveway permit. Motion carried.

Financial Reports:

State Financial Report Review:

RMA costs for December totaled \$230,208 which makes the department 17.40% under budget for the year. The bulk of the costs for December were asphalt patching on the interstate and winter maintenance. RMA costs for January totaled \$142,167.14 with most of the costs towards winter maintenance. The remaining budget for 2025 is \$773,533.

County Report Review:

Costs totaled \$187,707 in December, with \$23,485.05 going to County Maintenance of which most of the costs were patching and training. Winter Maintenance costs were \$161,158. Road Construction costs were \$3,063. Our current balance remaining for 2024 is \$665,490 which will be rolled over into 2025 for the completion of the causeway. Costs for January 2025 were \$72,919, with \$32,983 in County Maintenance of which most of the costs were patching and brushing. Winter maintenance costs were \$39,936. Budget remaining for 2025 is \$3,464,365 which includes a check received in 2025 for \$367,284 for the larger County Road CH reimbursement a second smaller reimbursement still expected for the north CTH CH project.

Town Report Review:

Townships did a total of \$203,818 in work in December with \$56,007 being labor costs. Villages and City had \$5,792 in work with \$193 in labor costs. The current year labor comparison vs the 5-year average is up 1.05%. Comparing the current year to last year, labor is up 8.01%. When looking at seasonal work, construction is up 3.89% and the Winter Maintenance is up 16.85% compared to the previous 5-year average. The Highway Department did a total of \$2,277,214 for the Townships/City and Villages in 2024. In January 2025 Townships did a total of \$135,656 with \$71,618 in labor costs. Villages and the City had \$857 in work with no labor cost. The current year labor comparison vs the 5-year average is up 11.18%. Comparing the current year to last year's labor is up 15.74%. When looking at seasonal work for January 2025, construction is up 70.68% and winter maintenance down 91.62% compared to the previous 5-year average.

Interdepartmental Report Review:

Brian reported we sold 3,881.81 gallons of fuel to other departments in December. The average costs for December are \$2.7615 for unleaded and \$2.8838 for diesel which includes the state tax of .309 per gallon. Total gallons sold in 2024 were 59,659.22 gallons. The average price for the year is \$3.0943 for unleaded and \$3.1465 for diesel. Brian also reported that around 38.39% of the fuel purchased through the Highway Department in 2024 was sold to other departments. In January the department sold 4,142.70 gallons of fuel to other departments. The average costs for January were \$2.8093 for unleaded and \$2.8838 for diesel.

Labor Percentage by Job Type Report:

Brian reported as of the end of December 2024- County work is 62.59%, State is 14.72%, Townships are 20.42% and Interdepartmental is 2.27%. Brian reminded the committee that only 27.84% of the department's labor comes out of the County budget. The remaining percentage is encompassed in the Highway Operational Fund. January's numbers came in County work is 48.93%, State is 21.42%, Townships are 29.65%, with only 14.59% coming out of the County budget.

Percentage of GTA met for 2024- All the towns met the 20% GTA agreement by the end of December. In January 2025 the Town of Harris has already met the 20%.

State Project Review and Update:

2025 DMA Roadway Repair Approval- Brian is requesting a motion to approve an additional \$33,500 DMA for miscellaneous road repairs. Moved by Lance Achterberg and seconded by Dave Benson. Motion carried.

Salt Shed- Brian reported construction services request for quotes will hopefully go out by the end of the week. Brian is waiting on language for electrical requirements for overhead doors and high-capacity brine pump. RFQ will be due along with the annual material bids for award at the March meeting.

County Project Review and Update:

Local Bridge Project Update: No update from either Town of Montello or Town of Crystal Lake.

Causeway MLS project update: The department is awaiting one final invoice for the work that has been completed. Fishing platform construction will be completed by Highway employees and then moved into place in the spring. Final paving and project completion anticipated in May.

Richards Pit Update: Brian reported that with the snow cover the department was able to burn the brush pile which will allow room for some additional site work for a pad and retention basin for the washing process needed to finish the aggregate processing of manufactured sand.

Town Project Review and Update: Multiple brushing projects are underway in several townships.

Inter-Departmental Operations: The Parks department and Buildings and Grounds have some trees to be removed this winter/spring as time allows.

Equipment/ Property Purchase and Disposal Update: Brian reported the department recently received the last 1-ton chassis that was ordered last spring for completion of a small dump truck with chipper box. Also received the completed 1 ton foreman truck with a service body. Still waiting on the mechanic body and chassis to be completed, anticipated timeframe is April/May. Quad axle chassis are also anticipated to be delivered to the body builder in May for completion by the end of the year. Brian also received word from the chassis dealer that they have 4 slots available for 2026 trucks. Highway currently has 2 in the budget. Brian will be meeting with Ron after the meeting to discuss options for maximizing opportunities for purchasing the last of the current emissions trucks.

Personnel and Staffing Update: Currently one opening. Brian will be doing interviews next week with the 3 applicants he has received.

WCHA Updates/: Upcoming Events/Issues/Correspondence: NC Region meeting February 19th in Lincoln County. Brian will attend virtually if offered otherwise in person.

Voucher Inquiries: A few questions were answered about the vouchers.

Adjourn: Mike Raddatz declared the meeting adjourned at 9:34 a.m.

Respectfully submitted-
Brenda Petersen, Highway Accountant
bt