STEPHENSON COUNTY
PUBLIC WORKS COMMITTEE MEETING
COUNTY HIGHWAY DEPARTMENT OFFICE
January 9, 2020 – 9:00 A.M.

(Claims available for viewing by committee members and general public beginning at 8:30 A.M.)

AGENDA

Highway/Animal Control

Prayer
Pledge of Allegiance
Agenda
Minutes
Approval of Claims
Public Comments

Animal Control:
Departmental Update

Highway:
Maintenance Report
Departmental Update

Resolutions:
1. **HD 20-01 – Spring Weight Limits**

Old Business:

Other:
- Current Budget and Debt Status

Executive Session:

Committee Comments:
Public Comments:

Next Regular Meeting:
- February 10, 2020

STEPHENSON COUNTY PUBLIC WORKS COMMITTEE
MINUTES
January 09, 2020 @ 9:00 a.m.

A regular meeting of the Public Works Committee was held at the County Highway Office on the above date. The meeting was called to order by Chairman Wire at 9:01 a.m. Committee members present were Chairman Wire, Mr. Clay, Mr. Diddens, Mr. Pardus, and Mr. Welch. Absent members were Mr. Fosler, and Miss Boynton.

Also, present were Dr. Condie, Mr. Rasmussen, Mr. Scheffel, Mr. Janssen, and Mr. Peight.

Scott Janssen arrives @ 9:13 a.m.
Dr. Condie arrives @ 9:03 a.m.
Mr. Scheffel arrives @ 9:06 a.m.

Prayer

A prayer was led by Mr. Wire.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Agenda

A Motion was made by Mr. Diddens and seconded by Mr. Pardus to approve the Agenda for January 09, 2020 meeting *Ayes: 5 Nays: 0 Motion Carried.*

Minutes

A Motion was made by Mr. Pardus and seconded by Mr. Welch to approve the Minutes from December 12, 2019. *Ayes: 5 Nays: 0 Motion Carried.*

Claims

A Motion was made by Mr. Pardus and seconded by Mr. Welch to pay the claims. *Ayes: 4 Nays: 1 Motion Carried*

005 Highway: $41,295.95
006 Matching: $9,280.05
007 County Bridge: $23,653.51
008 Township Bridge: $0
009 County MFT: $20,732.62
010 Township MFT: $95,265.59
048 New Hwy Bldg.: $ -
016 Animal Control: $2874.17
TOTAL CLAIMS: $193,092.89

Animal Control

DRAFT

Departmental Update:

Dr. Condie stated that there were a couple dogs that were confiscated from Ridott. Owners were given a list of things that will need to be done for them to get the dogs back. If those things are not done, the dogs will be put up for adoption.

Dr. Condie advised there were a couple complaints about neglected horses on Highview Road. However, when Kristin Laue went out to the property, the horses had feed and water and were in good health. No further action was taken.

Dr. Condie will be providing an amount of 2019 total registration income that was taken in by Animal Control.

Animal Control ran a deficit of $4088.72. Hoping to get ahead in the next couple months with registration fees. He will continue to keep an eye the AP.

Dr. Condie left @ 9:25 a.m.

Highway

Maintenance Report:

1) Cut 2 trees in Lena and 4 trees in Cedarville.
2) Plowed roads
3) Patch Potholes
4) Culvert clean out
5) Added breaker rock to a ditch that washed out
6) Equipment maintenance
7) Cut Brush

Departmental Update:

1) Letting Schedule
    a. 2/11/2020 Hot Mix Asphalt letting for county
    b. 3/6/2020 Cold-In-Place Recycling (state letting)
    c. 4/1/2020 Township Letting (all)
    d. 4/1/2020 County Seal Coat (Pavement Preservation)
    e. 4/1/2020 Village of Winslow material letting?
    f. 4/1/2020 County Seal Coat for Sunset Drive
    g. 9/18/2020 Ridott Township Bridge (state letting)
2) FEMA Update
    a. Still working on information for Loran, Florence, Waddams, Harlem, and Ridott townships.
    b. Completed are Rock Run, Winslow, and Lancaster townships. Also, Stephenson County is completed.

Resolutions:

1) **HD 20-01 – Spring Weight Limit**
    a. Motion made by Mr. Clay, seconded by Mr. Welch. *Ayes: 5 Nays: 0 Motion Carried*

DRAFT

Old Business:

- Mr. Diddens brought up the idea of developing a Vehicle Replacement Plan. He would like Mr. Rasmussen provide a spreadsheet that would show all the equipment that the Highway Department has, what year they are, what year they were purchased, and when they would need to be replaced. He would also like an approximate cost to replace each item.
    - The goal would be to be able to transfer funds into a Vehicle Replacement fund each year, so we are not behind on our equipment purchases.
- Mr. Clay recommend that the committee go to the finance committee meeting on Friday, January 10, 2020 and request trying to get a portion of the $255,000 that was cut from the Highway Department. Mr. Rasmussen was going to be at the meeting and discuss how the cuts are going to affect the department.

Other

- Current Budget/Debt Status
    - There were no budget status reports.

Executive Session:

N/A

Committee Comments

- Mr. Diddens requested to schedule an Executive Session to be on the Agenda for the February 2020 meeting.

Adjourn

A motion was made by Mr. Clay, seconded by Mr. Welch to adjourn the meeting at 10:50 a.m.

Ayes: 5 Nays 0 Motion Carried

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