

May 16, 2023 meeting of the Monroe County Highway Committee

Meeting called to order at 9:00 am by Chairperson David Pierce.

Members present: David Pierce, Wally Habegger, Douglas Rogalla and Nodji VanWychen.

Members absent: Zach Zebell

Others present: Highway Commissioner – David Ohnstad, County Administrator – Tina Osterberg, and Office Manager – Brooke Adams

1. Period of Public Comment

Jim Olson, Julie Olson, and Macy Oswald were present for public comment. Public comment was held after discussion of CTH BC Advance Warning.

- After discussion, Jim Olson stated that he thinks the proposals sound good and hopes this will prevent another family from having to go through the same experience. Jim said the Federal Highway Administration has additional design options and brought handout showing those options.
- Julie Olson asked if rumble strips would be an option.
- Macy Oswald had no public comment.

2. Last Meeting Minutes

Motion to approve the minutes of the April 18, 2023 regular meeting made by Wally Habegger, seconded by Doug Rogalla. All ayes, motion carried.

3. Review Vouchers and Credit Card Charges (Discussion)

Highway Department vouchers and expenditures were reviewed.

4. CTH BC Advance Warning (Discussion)

- The current installation does meet uniform traffic control device standards (30"x30" warning sign).
- We are prepared to replace the existing signs with oversized 36"x36" warning sign with an 18"x18" speed advisory supplement.
- Placement of warning signs will be changed and permanent metal reflective signs in lieu of flags will be mounted above the signs as an additional supplement.
- Doug Rogalla provided handout showing pictures of road making a 90 degree turn with a creek behind. Stated that he is glad something is being done to provide a bit more warning.
- Nodji VanWychen questioned the speed advisory sign. Commissioner Ohnstad stated the speed advisory is currently within the existing sign. The proposed speed advisory sign will be separate.
- Signs will be placed at minimum required placement which will take them to the point of curvature.
- Signs will be high-intensity prismatic which are more reflective and a step above the current standard.
- Signs will be ordered and installed as quickly as we can.
- When asked about rumble strips by Julie Olson, Commissioner Ohnstad explained that the roadway is not thick enough there to accommodate rumble strips.

5. Establishment of Capital Reserve (Discussion & Decision)

- This had been pondered years ago but at the time interest was minimal. With interest rates at current levels, now is the time to revisit the matter.
- We are updating the schedule of obligations to reflect changes, amendments and additions, projecting future costs. Looking to be pro-active to make sure we have the appropriate matching funds for projects.
- County Administrator Tina Osterberg stated that she is hesitant to separate pots of money throughout the county. That would be interest income cut from the rest of the budget. Would want to know and understand the ground rules and how funds would be tracked. Stated that this is not done with any other county department.
- David Pierce asked how funds for highway are kept separate from other departments. How is it verified that funds aren't being used for other departments. County Administrator Osterberg stated that the funds are earmarked properly. Every month the Finance Department reconciles what money is available for each department fund.
- Wally Habegger asked about a dollar amount for the capital reserve. Commissioner Ohnstad stated that there is no amount specified at this time.
- Commissioner Ohnstad stated that we would identify specifically what funds would be used for. We are trying to project future costs, and identify revenues that could be secured so there is certainty we can provide what is needed for the roads.

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Doug Rogalla requested this matter be tabled.

David Pierce requested to place this item on the June 20, 2023 Agenda.

Wally Habegger left the meeting at 10:18 am.

6. Commissioner Report (Discussion)

Highway Commissioner David Ohnstad presented information regarding department projects, operations and equipment.

- Opened bids for salt buildings. Had 3 proposals, rejected them all and have re-opened the bid to clarify items in specifications including our preferred design. New bids to be opened May 31st.
- Bids due next week for heated storage building, but bidding deadline will be extended (updated deadline TBD). Held pre-bid meeting on May 11 and questions raised at meeting were clarified through an addendum.
- Culvert replacements on CTH I have been started.
- Meeting with Town of Little Falls today, 5/16, regarding a proposal to remove a section of sidewalk.
- Held pre-construction meeting for CTH ET from STH 21 to Flare last week.
- Pre-construction meeting for US 12 and CTH ET will be early June. Project has been awarded.
- CTH U started 5/15.
- CTH PP will be later this fall.
- Quality based selection process for engineers will need to be discussed at an upcoming meeting (date TBD).
- 2 bond-issued roads will be done toward the end of the year. Funds will be exhausted.

7. Future Agenda Items

Next meeting date Scheduled for Tuesday, June 20, 2023 at 9 am at the Highway Administration Building.

Tabled Discussion & Decision on the Establishment of Capital Reserve to be held.

Motion to adjourn at 10:37 am by Doug Rogalla, seconded by Nodji VanWycken. All ayes, motion carried.