

August 15, 2023 meeting of the Monroe County Highway Committee

1. Call to Order/Roll Call

Meeting called to order at 9:01 am by Chairperson David Pierce.

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

Members absent: Zach Zebell

Others present: Highway Commissioner – David Ohnstad, and Office Manager – Brooke Adams

2. Period of Public Comment

No public comment

3. Last Meeting Minutes

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

4. Review Vouchers and Credit Card Charges (Discussion)

Highway Department vouchers and expenditures were reviewed. Month vouchers: \$446,511.38.

Nodji VanWychen arrived at 9:10 am.

5. Preliminary FY 2024 Budget Discussion (Discussion)

Commissioner Ohnstad reviewed the proposed 2024 Highway Department Budget line by line.

- Accounts within Munis aren't all being used. Activities and projects are tracked within CHEMS as things are done.
- Office Manager Brooke Adams showed reports from the CHEMS system showing availability of detailed breakdowns of expenditures.
- Proposing to eliminate objects not utilized in Munis and consolidate accounts to make the budget easier to understand.
- When CTH W and CTH I are closed out, the bond funds will be used. At the end of the bond cycle it will be completely expended.
- Small Tools accounts currently have 5 separate places in budget, accounts to be combined.
- Acquisition of Capital Equipment – equipment added in from approved Schedule of Equipment approved at last committee meeting.

6. Local Bridge Assessments (Discussion & Decision)

- Applications have been received but additional information is needed on some.
- Will have resolution for review at next meeting.

No action taken on item 6.

7. Commissioners Report (Discussion)

Commissioner Ohnstad provided a report.

- CTH U – opened last week Wednesday, 8/9.
- CTH PP – Approaches, guardrails and signs remain to be completed. Hoping to be opened by the end of next week (8/25).
- CTH W – project is paved, shoulders are down, some remedial work to be done yet (striping, sign install, guardrail). Will need to do a final walk through.
- CTH I – Started paving Friday, 8/11. Hoping to be completed within the month.
- CTH F – once CTH I is completed, will begin prep work for construction. Construction is scheduled to be done in 2024.
- David Pierce asked about PROTECT Grant that had been applied for. David Ohnstad commented it is a new program through Federal Highways for infrastructure resiliency. Application was submitted with a watershed based approach. If awarded, funds would be used to evaluate, plan, and come up with additional estimates to develop and design projects to help mitigate flows before they get to the culverts and bridges.

8. Future Agenda Items

Next meeting will have Bridge Aid resolutions and final budget proposal.

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Next meeting date scheduled for Tuesday, September 19, 2023 at 9 am at the Highway Administration Building.

Motion to adjourn at 11:29 am by Doug Rogalla, seconded by Nodji VanWyche. All ayes, motion carried.