

## COMMITTEE REPORT

**COMMITTEE:** Public Works  
**CHAIRPERSON:** Merri Berlage  
**DATE/TIME:** April 23, 2012 7:00 P.M.

**PRESENT:**

<input checked="" type="checkbox"/> Berlage	<input checked="" type="checkbox"/> Dittmar	<input checked="" type="checkbox"/> Hill
<input checked="" type="checkbox"/> Jackson	<input checked="" type="checkbox"/> Schultz	<input type="checkbox"/> Sheridan

Others: Steve Keeffer, Melosa Belger, Steven Briggs, Barbara Briggs, Jim Musich, Julie Musich, Lauri Petersburg, Brad Petersburg, Peg Tonne

### MINUTES

#### 1. Citizen's Comments

Several citizens provided comments on the intersection of Blackjack Road and Batey Hollow Road. Trees have been planted along Blackjack Road at this intersection and the trees have matured to the point where they are blocking intersection sight distance creating a dangerous situation. Concerns were raised and several close call turning incidents were described by those in attendance. The committee agreed to talk to the River Ridge School to see if the bus driver with the Batey Hollow Route has similar concerns. The committee also instructed Steve Keeffer to work with State's Attorney Terry Kurt to see if tree removal/moving can be negotiated. This item will be an agenda item for the next Public Works Committee meeting.

#### 2. Minutes

Marvin Schultz made a motion to approve the March 26th meeting minutes, Merri Berlage seconded, and the motion carried.

#### 3. Highway Department

##### a. Project Schedule Update

The committee performed their monthly review of ongoing projects. Steve Keeffer updated them on project progress and current status.



**b. 2012 MFT Summer Maintenance Resolution.**

The committee was presented with a 2012 MFT maintenance resolution in the amount of \$245,571.65. This resolution will authorize the expenditure of MFT funds for this summer's scheduled maintenance program. The summer maintenance program is predominantly seal coat, but also includes pavement striping, culvert pipe, road rock, and geotextile fabric. Rick Dittmar made a motion to approve the resolution, Don Hill seconded, and the motion carried.

**c. County Engineer Supplemental Salary Resolution**

The committee reviewed a supplemental MFT salary resolution for the County Engineer. The resolution is for \$164.32 and is most likely a result of the pay period and fiscal year not coinciding. Marvin Schultz made a motion to approve the resolution, Merri Berlage seconded, and the motion carried.

**d. Pleasant Valley Township Cahill Road Bridge Project Bid**

The committee reviewed bid tabs for a bridge on Cahill Road in Pleasant Valley Township over the Plum River. The low bid was from Moring Construction from McConnell, Illinois at a cost of \$316,451.10 which is 2.5% below the engineer's estimate. The project will be funded by the Township Bridge Program (80%); Jo Daviess County (10%) and Pleasant Valley Township (10%). Rick Dittmar made a motion to approve the bid from Moring Construction at a cost of \$316,451.10, Don Hill seconded, and the motion carried.

**e. Culvert Pipe Disposal**

The committee discussed how to dispose of a large culvert. The culvert was installed on Bethel Road last year, failed, was removed, and was brought to the county shop on Massbach Road. Steve Keeffer would like to get rid of the culvert. The county's 'Fixed Asset Management Policy' lays out the procedures for disposing of assets. After much discussion, Don Hill made a motion to have Steve Keeffer get quotes from scrap yards, working within the confines of the county's Certificate of Insurance policy, and dispose of the culvert, Rick Dittmar seconded, and the motion carried.

**f. Employee Search Update**

Steve Keeffer updated the committee on his efforts thus far to fill the soon to be vacant Office Manager Position, and the vacant Maintenance Workers position. Steve Keeffer asked the committee if there would be any objection to having the Office Manger's regular hours be from 8:00 AM to 3:30 PM with a 30 minute unpaid lunch break. The committee did not object.



**g. Hanover Facility Safety Plan Review**

The committee briefly reviewed a draft of a safety plan for the Hanover facility. It is similar to the safety plan for the courthouse. Steve Keeffer will follow up with the County Safety Committee to see what the next step is. The committee asked Steve Keeffer to investigate a 'panic button' similar to what is in the courthouse.

**h. Review Committee Goals and Objectives**

The committee reviewed the list of goals and objectives. No changes were made.

**4. Citizen Comments**

None

**5. Board Member Concerns**

Merri Berlage indicated that she was asked if the county would be interested in selling some property at the highway department's Galena shop. The property in question is essentially an alleyway that runs out to Dodge Street.

The meeting adjourned at 9:23 P.M.