

CALUMET COUNTY BRIDGE/CULVERT AID

February 14, 2013

MEETING OUTLINE

- Purpose and Background
 - Looking Forward to 2013
 - Consistency in Following State Statutes
 - Timelines
 - Application Forms
 - Checklist
- Focus on Project Applications & Instructions



PURPOSE

☐ Meet with Town Transportation Officials and Staff

- Specific preparation for Bridge/Culvert aid solicitation beginning in January each year
- Local Aid for Bridges 20 feet or more and culverts 36 inches in diameter or more

☐ Common Themes

- County Wide Consistency
- Follow State Statute 82.08
- Program Stability
- Mutual (County & Town) Accountability

BACKGROUND

□ Program follows § 82.08

- **Town bridges or culverts; construction and repair; county aid. (1) PETITIONS.** A town that has voted to construct or repair any bridge or culvert on a highway maintained by the town may file a petition for county aid with the county highway commissioner. The petition shall describe the location and size of the bridge or culvert and shall contain a statement that the town has provided the funds required by sub. (3).

BACKGROUND CONTINUED:

(2) FUNDING REQUIREMENTS. (a) Except as provided in par. (b), upon receipt of a petition for a bridge or culvert with a 36-inch or greater span, or a structure of equivalent capacity to carry water, the county board shall appropriate the sum required by sub. (3) and shall levy a tax therefore. The tax, when collected, shall be held in a separate account administered by the county highway committee.

BACKGROUND CONTINUED:

(b) If on January 1, 2003, a county has a policy of providing funding only for bridges and culverts larger than the requirement of par. (a), the county may refuse to fund bridges and culverts that do not meet the minimum requirements of that policy. The minimum size bridge or culvert that a county is required to fund under this section may be raised, but not lowered, by the affirmative vote of a majority of the towns in the county. The county board of any county that has never granted aid under this section may, in its discretion refuse all petitions under sub. (1).



BACKGROUND CONTINUED:

(3) SHARED COST. The town and county shall each pay one-half of the cost of construction or repair. In determining the cost of construction or repair of any bridge or culvert, the cost of constructing or repairing any approach not exceeding 100 feet in length shall be included.



BACKGROUND CONTINUED:

(4) EMERGENCY PETITION. Whenever the construction or repair of any bridge or culvert must be made without delay, the town board may file its petition with the county clerk and the county highway committee, explaining the necessity for immediate construction or repairs. It shall then be the duty of the town board and the county highway committee to construct or repair the bridge or culvert as soon as practicable. The construction or repair of a bridge or culvert undertaken pursuant to this subsection shall entitle the town to the same county aid that the town would have been entitled to had it filed its petition with the county board as provided in sub. (1).

- Exercised by the Towns of Brillion and Woodville in 2012 with payments being made after WiDOT Flood Damage Aid Program Payments were received

BACKGROUND CONTINUED:

(5) SUPERVISION OVER DESIGN, CONSTRUCTION, AND COST. The county highway committee and the town board shall have full charge of design, sizing, letting, inspecting, and accepting the construction or repair, but the town board may leave the matter entirely in the hands of the county highway committee. The county highway committee and the town board must agree on the cost of the project and must consult each other during construction.

BACKGROUND CONTINUED:

(6) CONSTRUCTION REQUIREMENTS. No county order may be drawn under sub. (2) for the construction of a bridge or culvert unless the design and construction comply with requirements under s. 84.01 (23).



BACKGROUND CONTINUED:

§84.01 (23)

Bridge standards. The department shall adopt standards and specifications for the design and construction of county, town, village, and city bridges, arches or culverts. The standards and specifications shall be developed after consultation with the department of natural resources, and shall be directed at preventing undue impairment of public rights in navigable waters. All highway bridges, arches, and culverts constructed or reconstructed by a county, town, village, or city shall be done in accordance with these standards and specifications.

BACKGROUND CONTINUED:

(7) NO TAX. Except as provided in ss. 61.48 and 84.14 (3), nothing contained in this section shall authorize the levy of a tax upon the property in any city or village that is required to maintain its own bridges.

BACKGROUND CONTINUED:

(8) ADMINISTRATION CHARGE. The county may charge the towns that apply for aid under this section an administration charge. The administration charge shall be fixed as a percentage of the total costs of administering aid under this section and the percentage shall be no more than the percentage that the county charges the state for records and reports.

2013 BRIDGE/CULVERT AID APPLICATIONS

Purpose:

- County/Town Consistency
- Ensure Eligibility
- Help Produce Accurate and Realistic Cost Estimates for Inclusion in County Budget
- Provide Adequate Detail for Review



2013 APPLICATIONS CONTINUED:

- ❑ Annual Letters & Bridge/Culvert Aid Applications were sent to Town Chairs & Clerks January 15, 2013
- ❑ Major Changes on Application
 - Application Deadline June 1, 2013
 - Applications after June 1, 2013 may be considered but may not be included in 2014 budget
 - Bridge/Culvert Petition Submittal Checklist

**Application
Deadline:
June 1st**

Bridge Petition Application for County Aid

**Application
Deadline:
June 1st**

The petition of the Town of _____, of Calumet County, respectfully represents,

There has been a bridge in the above-mentioned Town and is a part of the public highway, and specifically identified as follows:

Bridge Name:	
Roadway Name:	
Nearest Road Name/Location:	
Name of Waterway:	
Section Number:	
Additional Location Info:	

Public interest demands that the bridge be repaired or replaced for the following reason(s):

--

The estimated cost of this work is as follows:

	Existing Bridge	Proposed Bridge
Type: (ie metal pipe, concrete, etc)		
Size: (diameter, length, width)		
Total Estimated Cost:	\$	
Additional Info:		

The above said Town will provide or hold available for its share of the expense of this work to be \$ _____ or at least one-half (1/2) of the actual cost of this work. The Town will bear the entire expense of this work if not authorized/approved by the Calumet County Highway Committee.

Said Town and the Calumet County Highway Committee shall have full charge of this bridgework, including inspection and acceptance.

All Town Board members must sign.

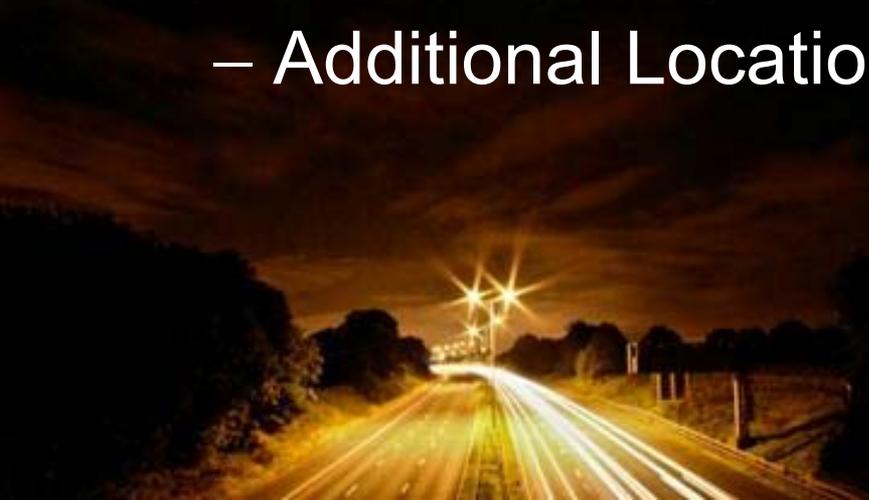
All Highway Committee members must sign.

Town of _____ Authorization	Calumet County Highway Committee Authorization

Approved/Denied at the _____ meeting of the Calumet County Highway Committee.

BRIDGE PETITION APPLICATION FORM

- Application Typed or Printed
 - Bridge Name
 - Roadway Name
 - Nearest Road Name/Location
 - Name of Waterway
 - Section Number
 - Additional Location Information



APPLICATION CONTINUED:

- Public Interest Demands That the Bridge/Culvert be Repaired or Replaced for the Following Reasons
 - Example: Bridge has a NBI SR of 80 or less for rehabilitation or a NBI SR of less than 50 for replacement, and be either “functionally obsolete” or “structurally deficient”.
 - Example: Culvert deterioration due to extensive perforations due to rust if it is a corrugated steel culvert or corrosion if it is corrugated aluminum. Last documented installation 35+ years.

APPLICATION CONTINUED:

The estimated cost of this work is as follows:

Existing Bridge

Proposed Bridge

Type:

(ie metal pipe, concrete, etc)

Size:

(diameter, length, width)

Total Estimated Cost: \$

Additional Info: Example: Certified Engineer's cost estimates/plans, installation plan, erosion control plan & associated hydrological calculations to support & validate diameter size and length of the structure. Photos of current structure attached.



APPLICATION CONTINUED:

- The above said Town will provide or hold available for its share of the expense of this work to be \$___ or at least one-half (1/2) of the actual cost of this work. The Town will bear the entire expense of this work if not authorized/approved by the Calumet County Highway Committee.

- Said Town and the Calumet County Highway Committee shall have full charge of this bridgework, including inspection and acceptance.

- All Town Board members must sign.**

- All Highway Committee members must sign.**

- Approved/Denied at the _____ meeting of the Calumet County Highway Committee.

Bridge/Culvert Petition Submittal Checklist

	Question	Town Response
1	<p>Is the bridge or culvert 36" or greater span, or of equivalent capacity to carry water?</p> <p><i>If Yes - Submit application to Highway Dept. prior to June 1st Deadline</i></p> <p><i>If No - Not eligible for reimbursement</i></p>	
2	<p>Will bridge petition be submitted to the Highway Dept. prior to the June 1st deadline?</p> <p><i>If Yes - Submit application to Highway Dept. prior to June 1st Deadline</i></p> <p><i>If No - Requests received by the Highway Department after June 1, 2013 will possibly be considered for processing as outlined in Wisconsin Statute §82.08, but may not be included in the 2014 budget.</i></p>	
3	<p>Submittal of Certified Engineer's cost estimates/plans, installation plan, erosion control plan & associated hydrological calculations to support & validate diameter size and length of the structure</p> <p><i>If Yes - Submit application to Highway Dept. prior to June 1st Deadline</i></p> <p><i>If No - Not eligible for reimbursement</i></p>	
4	<p>Submittal of location map of the Bridge/Culvert & photo of the existing structure & surrounding area proposed for replacement.</p> <p><i>If Yes - Submit application to Highway Dept. prior to June 1st Deadline</i></p> <p><i>If No - Not eligible for reimbursement</i></p>	
5	<p>Who will obtain governmental permits from WIDNR, Core of Engineers, or County Shore land Zoning. (ex: Highway Dept., engineering firm, etc.?)</p>	
6	<p>Who will perform the bridge work? (ex: Highway Dept. or private contractor?)</p>	
7	<p>When is bridge work expected to be started? (ex: month & year)</p>	

Please direct questions you may have to Mike Ottery, Calumet County Highway Commissioner at (920) 849-1434.

Fax Submissions will not be accepted.

BRIDGE/CULVERT PETITION SUBMITTAL CHECKLIST

- Responses required for all 7 checklist questions
- Information will assist Highway Department Staff in providing Highway Committee recommendations for project approval or denial

DOCUMENTATION NEEDED FOR COMPLETED PROJECTS

- ❑ Must be provided to receive payment
 - Summary Sheet Required
 - Copies of Paid Invoices



CALUMET COUNTY HIGHWAY DEPARTMENT

241 E. Chestnut St., Chilton WI. 53014-1554

Phone (920) 849-1434 – Appleton Area (920) 989-2700

Fax (920) 849-1405 - Web Address: www.co.calumet.wi.us

Date: 2/14/2013

RE: Actual Costs for the Town of ABC Bridge / Culvert Aid

Town of ABC Bridge Aid / Culvert Aid				DEFG Road Culvert	Total All Costs Submitted
Replacement Costs:					
Local 123 Trucking & Excavating	1			\$ 1,390.80	\$ 1,425.36
Consulting/Engineering	1			\$ 2,500.00	\$ 2,375.00
Green Bay Highway Products				\$ 1,938.44	\$ 1,938.44
Labor by the Town	Hrs		Rate		
John Doe	7.00	\$	24.97	\$ 174.79	\$ 199.76
Equipment Rented from town					
Grader	1.00	\$	80.00	\$ 80.00	\$ 120.00
Pickup Truck	2.00	\$	19.00	\$ 38.00	\$ 47.50
Total Costs Submitted				\$ 6,122.03	\$ 6,106.06
Projected Costs (Estimate)					\$ 3,805.30
Over Estimate					\$ 2,300.76
Calumet County to fund 1/2 of		\$	6,106.06		\$ 3,053.03
Less Records/Reports			4.73%		\$ 144.41
Total due by County					\$ 2,908.62

Michelle Maas:
1/2 cost as listed
on Bridge Aid
Application

I have reviewed the invoices with the Calumet County Highway Department Office Manager and the Town of _____ is in agreement with the total as calculated for the Bridge / Culvert Aid.

John Doe, Road Superintendent
Town of ABC

Date

SUGGESTIONS

- ❑ Annual Culvert Inspections & Evaluations
(Could be done in conjunction with the Road Evaluations)
- ❑ Use of professional services in redesigning and making major improvements in culvert sizes and in assessing causes/solutions for flooding conditions (Professional Assistance is a wise investment over the life of an installation)



QUESTIONS & DISCUSSION

