

## **HIGHWAY COMMITTEE MEETING REPORT**

DATE OF MEETING: Wednesday, March 8, 2017

COMMITTEE: Highway

CHAIRMAN: Richard H. Hurlbert

MEMBERS PRESENT: Richard H. Hurlbert, Arlene Bonacci, James R. Jansen, Pete Pennington and Larry Poltrock.

MEMBERS ABSENT: None.

ALSO PRESENT: Commissioner Braun, Dave Solin, Joe Novak, Corporation Counsel Stowe and Jack Yates, Henry G. Meigs, Inc.

The meeting was called to order by Chairman Hurlbert at 7:30 a.m.

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.

### **APPROVE AGENDA:**

Chairman Hurlbert asked for additions to the agenda. There were none. Motion by Pennington, second by Jansen, to approve the amended agenda as presented. Motion carried.

### **APPROVE MINUTES:**

Motion by Bonacci, second by Poltrock, to approve the 2/8/17 Highway Committee minutes as presented. Motion carried.

### **PUBLIC COMMENT ON AGENDA ITEMS AND CONSIDERATION OF REQUESTS FOR ITEMS TO BE ADDED TO FUTURE MEETING AGENDAS:**

Supervisor Novak questioned Commissioner Braun if he has received many calls regarding the weight limits being posted on County roads earlier than most years. Commissioner Braun stated that with the warm weather there was 17" top thaw on some roads. The weight limits needed to be posted to protect the roads. Commissioner Braun stated that other Counties have also posted their roads. No action taken for future agendas.

### **DISCUSS MACHINERY, SHOP AND REPAIRS:**

Report is attached to these minutes. Motion by Pennington, second by Poltrock, to approve the machinery, shop and repairs report. Motion carried.

### **DISCUSS HIGHWAY OPERATIONS:**

Report is attached to these minutes. Motion by Jansen, second by Bonacci, to approve the Highway operations report. Motion carried.

### **HIGHWAY BUILDING RENOVATION PROJECT UPDATE:**

Funding was approved for engineering services by Public Property and Finance Committees with a resolution adopted by County Board so that plans can be completed in 2017. Project is scheduled to be bid out early next year (2018) with construction to begin in the spring. The money spent on engineering will be refunded to the general fund after financing is obtained for the project.

**SCHROEDER BROS. FARMS, INC. ANNUAL REQUEST FOR 2017 OVERWEIGHT SEED POTATO PERMIT:**

This is an annual request. Motion by Pennington, second by Jansen, to approve the 2017 Overweight Seed Potato Permit for Schroeder Bros. Farms, Inc, and send the required letter to the DOT. Motion carried.

**APPROVE TRAFFIC MAINTENANCE AGREEMENT (TMA) FOR PAVEMENT MARKING FOR 2017 WITH WIDOT:**

WI DOT has sent the 2017 Traffic Maintenance Agreement (TMA) for pavement marking of State highways in the amount of \$400,000. Motion by Bonacci, second by Pennington, to approve the 2017 Traffic Maintenance Agreement with the WIDOT and sign three copies of the agreement. Motion carried.

**APPROVE SERVICE AGREEMENT WITH USDA, BEAVER DAMAGE MANAGEMENT:**

In past years the agreement with the USDA Beaver Damage Management was billed directly to the Forestry Department with the Highway Department paying \$1000/year to the Forestry Department. This year the USDA, Beaver Damage Management has done a new breakdown and is billing both departments separately. The proposed agreement for the Highway Department is for \$2,740. Commissioner Braun contacted Kelly Thiel with the USDA and requested information on the breakdown between the Forestry Department and the Highway Department. Mr. Thiel explained that the fee is based on a three year average of damage complaints attributed to the Highway Department. Commissioner Braun stated reports he had received from the USDA appeared to attribute complaints to the Highway Department that were actually initiated by the Forestry Department. Commissioner Braun will discuss the agreement with Forest Administrator Rantala and update the Highway Committee at a later meeting on the outcome.

**AT 8:00 A.M., OPEN QUOTATIONS FOR ASPHALT OIL:**

|                        |          |                     |
|------------------------|----------|---------------------|
| Calumet Superior, LLC. | PG 58-28 | \$371.45/TON        |
| Flint Hills Resources  | PG 58-28 | <b>\$351.69/TON</b> |
| Henry G. Meigs, Inc.   | PG 58-28 | \$366.81/TON        |

Motion by Pennington, second by Jansen, to accept the low quote for asphalt oil from Flint Hills Resources and allow the other two companies until March 17, 2017 to meet the low quote in writing. As in the past, if the other two asphalt oil vendors meet the low quote in writing, the low quote vendor will receive ½ of the County’s asphalt oil needs, and the other ½ will be split between the other two vendors, if they meet low quote. If only one other vendor meets the low quote, they will receive ¼ of the asphalt needs and the low quote vendor will receive ¾ of the County’s asphalt needs. If none of the other vendors meet the low quote, the low quote vendor will receive all of the County’s asphalt oil needs. Motion carried.

**DISCUSS STATUS OF CTH B BRIDGE PROJECT 9360-00-70:**

The CTH “B” bridge project, north of CTH “J” that is in the STP Bridge program is currently in the engineering stage. The original estimate for construction as submitted in the application for the program was \$185,000. As engineering has progressed it was determined that there will be significant additional costs in construction due to poor soil conditions and the type of structure that must be used due to site conditions. The DOT is holding Counties and Towns to the numbers (estimates) that were sent in with the original agreements. In the past when projects had unexpected or increased costs the district office would submit to the central office in Madison, a request for the increase in funds to complete the project. Commissioner Braun has requested the oversight company, Cedar Corp and the engineering company, CORRE to stop progress on this bridge until further notice. Motion by Pennington, second by Bonacci, to delay this project and bring back numbers/options to the April Highway Committee meeting. Motion carried

**OFFICE MANAGER TO PRESENT THE 2016 ANNUAL FINANCIAL REPORT OF HIGHWAY OPERATIONS:**

This item will be put on the April 12, 2017 agenda.

**PURCHASE OF 2015 DEMO (USED) CATERPILLAR GRADER, MODEL 12M3:**

Motion by Pennington, second by Poltrock to purchase the 2015 demo (used) Caterpillar grader, model 12m3, with wing, from FabikCat with a trade in allowance of \$38,000 for #350. Balance due after trade in of \$221,360. Motion carried.

**AT APPROXIMATELY 8:45 A.M., CONSIDER MOVING INTO CLOSED SESSION PURSUANT TO SECTION 19.85 (1)(C)(F), OF WISCONSIN STATUTES, TO REVIEW EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY; AND/OR TO REVIEW FINANCIAL, MEDICAL, SOCIAL OR PERSONNEL HISTORIES OF SPECIFIC PERSONS, WHICH IF DISCUSSED IN PUBLIC, WOULD BE LIKELY TO HAVE A SUBSTANTIAL ADVERSE EFFECT UPON THE REPUTATION OF ANY PERSON REFERRED TO IN SUCH HISTORIES OR DATA; TO DISCUSS PERSONNEL ISSUES:**

Motion by Pennington, second by Jansen, to move into closed session at 8:40 a.m. By individual vote of the Committee; all ayes.

**AT APPROXIMATELY 9:00 A.M. RETURN TO OPEN SESSION WITH POSSIBLE ACTION ON ANY MATTER DISCUSSED DURING CLOSED SESSION:**

Motion by Pennington, second by Poltrock, to move out of closed session at 9:42 a.m. Motion carried.

Motion by Pennington, second by Jansen, that during this interim period, as we study the Office Manager position, the title will remain Office Manager and on an interim basis until things are sorted out, the chain of command is the Highway Commissioner, Assistant Commissioner, Office Manager and Shop Superintendent. The Office Manager will have some supervisory authority as determined by the Highway Commissioner. Motion carried.

**ADJOURN MEETING:**

Motion by Pennington, second by Poltrock, to adjourn the meeting at 9:42 a.m. Motion carried.

James R. Jansen, Secretary

**Machinery Shop and repairs:**

#43 BB, Cone crusher: preventative maintenance (PM), repair leaking hydroset.

#25 F, Fuel truck: PM and change two tank valve cables

#43 Lowboy: Install new hoist cylinder and valve

#270 Loader: Weld hitch in bucket to move equipment

#156 Log Truck: Repair hood and headlight after hit deer.

# 297 Excavator: PM and repair leaking hydraulic tank drain plug

#480 Paint truck: Replace drive axle tires, front brakes, transmission filter, gaskets, valve body bolts.

#168 Bucket truck: Replaced pto assembly, repaired hydraulic leak on outrigger.

**Highway operations:**

Hauled additional sand in to yard for winter maintenance of roads.

Brushing on CTH H and STH 55.

Cleaning up windfalls

Wing back snow banks/open ditches and culverts for spring run-off.

Winter road maintenance including: Plowing sanding/salting State, County, and township roads.

Pothole patching on County and State highways.