

## HIGHWAY COMMITTEE MEETING REPORT

DATE OF MEETING: Wednesday, November 13, 2013

COMMITTEE: Highway

CHAIRMAN: Jeffrey Zalewski

MEMBERS PRESENT: Jeffrey Zalewski, Arlene Bonacci, Richard Hurlbert, Rick Bina and William Bostwick.

MEMBERS ABSENT: None.

ALSO PRESENT: Commissioner Rusch, Patrol Superintendent Washatko, Office Manager Wells and Corporation Counsel Robin Stowe.

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

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

### **APPROVE AGENDA/MINUTES:**

Chairman Zalewski asked for additions to the agenda. There were none. Motion by Hurlbert, second by Bonacci, to approve the agenda as presented. Motion carried. Motion by Bina, second by Bostwick, to approve the minutes of the October 9, 2013 meeting. Motion carried.

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

There is one major repair at this time, part of an injector on #77 patrol truck broke loose and went through the engine and turbo; we are in the process of repairing it. The two new patrol trucks have been delivered and final outfitting, including installing radios, is being completed. The hot mix plant has been shut down for the winter, equipment inspected, and spring maintenance work defined. The crushing equipment has been brought into the yard for the year, and seasonal maintenance will begin soon. Our plow trucks are ready for the winter season.

### **DISCUSS HIGHWAY OPERATIONS:**

Paving and gravel hauling jobs have been completed for the year. We are brushing and crack sealing on County roads and brushing for the Town of Polar. Snow fence is being installed on State roads. Fall Safety training was held for employees yesterday. We called out plow trucks for a portion of our beats last weekend.

At the last Highway meeting, the Committee approved additional engineering work for Ayres Associates on the CTH "B" project, in the amount of \$3,000.00, to perform estimating verification that the DOT has added retroactively to their project requirements. The Commissioner has negotiated a credit of \$950.00 for additional appraisal work required due to revisions to the final right-of-way plat as previously discussed with the Committee, which results in a net contract revision of \$2,050.00. Motion by Bonacci, second by Hurlbert, to approve the amended contract with Ayres Associates for a net fee of \$2,050.00. Motion carried.

Bridge inspections for County bridges were completed this fall. The CTH "T" bridge over the Wolf River has some corrosion on the steel piles; the DOT recommends hiring an engineering firm to analyze the bridge and determine whether it needs to be load-rated. Motion by Hurlbert, second by Bostwick, to have Commissioner Rusch solicit proposals from two engineering firms and select the most favorable proposal to perform the inspection and analysis of the CTH "T" bridge, with the cost not to exceed \$5,000.00. Motion carried.

The Commissioner informed the Committee of some recently found problems with the combination concrete/steel culverts on CTH "V", over Spring Brook, just downstream from Skinner Dam. The steel arch culvert extensions which were added at some point in the past are quite corroded; at least one is sagging, resulting in settling of the shoulder of the roadway. We have made temporary repairs to shore up the settling for winter. A project to replace the culvert(s) will need to be performed in the spring. We will monitor the condition over the winter and through spring run-off season.

The October budget report was distributed.

**APPROVE RIGHT OF WAY PAYMENT REQUESTS FOR CTH “B”, FROM USH “45 TO STH “52”:**

The Committee reviewed the request for payments for right of way purchases for 28 parcels on the CTH “B” project and the Statements to Construction Engineer for work that will be done in the future, at the time of construction. Motion by Bina, second by Hurlbert, to approve payments for 28 parcels and the Statements to Construction Engineer. Motion carried.

**DISCUSS CHIP PROGRAM PROJECTS (SUNSET DATES/FUNDING TRANSFERS):**

As discussed at the October meeting, since the right-of-way acquisition for the CTH “B” project was not completed by the October 31, 2013 deadline from DOT, we can transfer the matching funds to another previously approved project or a substitute project. Commissioner Rusch sent the transfer paperwork to the State so the matching funding could be preserved. When the CTH “V” culvert replacement project arose, it was determined to be a good candidate for a substitute CHIP project. We would be able to receive matching funding in 2014. Commissioner Rusch would like to submit the CTH “V” culvert project as a substitute to receive the CHIP funding which will sunset in June, 2015.

Motion by Bostwick, second by Bonacci, to submit the CTH “V” culvert project as a substitute CHIP project. Motion carried.

**DISCUSS CELL PHONE FOR SHOP SUPERINTENDENT:**

Motion by Bostwick, second by Hurlbert, to approve the purchase of a cell phone for the Shop Superintendent. Motion carried.

**DISCUSS 2014 COMPENSATION MATRIX FOR HIGHWAY DEPT:**

Commissioner Rusch and Office Manager Wells explained the 2014 Compensation Matrix for the Highway Department union employees (Local 36). If approved, it will take effect on January 1, 2014. Motion by Bina, second by Hurlbert to accept the new Compensation Matrix for the Highway Department union employees (Local 36) and forward to the Personnel Committee and County Board for approval. Motion carried.

**DISCUSS ATTENDANCE AT WINTER WCHA CONFERENCE JAN 13-15, 2014:**

Motion by Bostwick, second by Bonacci, to approve Commissioner Rusch attending the Winter WCHA Conference January 13-15, 2014. Motion carried.

**AT APPROXIMATELY 8:30 A.M., CONSIDER MOVING INTO CLOSED SESSION PURSUANT TO SECTION 19.85 (1) (C) OF THE WISCONSIN STATUTES TO DISCUSS STAFFING:**

Motion by Bina, second by Bostwick, to move into closed session at 8:50 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 Hurlbert, second by Bostwick, to move out of closed session at 9: 19 a.m. Motion carried.

Motion by Bina, second by Hurlbert, to offer the vacant Common Laborer position to the highest ranked candidate on the eligibility list. Motion carried.

**ADJOURN MEETING:**

Motion by Hurlbert, second by Bostwick, to adjourn the meeting at 9:20 a.m. Motion carried.

Richard H. Hurlbert, Secretary