

## **HIGHWAY COMMITTEE MEETING REPORT**

DATE OF MEETING: Wednesday, September 14, 2016

COMMITTEE: Highway

CHAIRMAN: Richard H. Hurlbert

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

MEMBERS ABSENT: Larry Poltrock.

ALSO PRESENT: Commissioner Braun.

The meeting was called to order by Chairman Hurlbert at 7:37 a.m.

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

Motion by Pennington, second by Bonacci, to excuse Supervisor Poltrock. Motion carried.

### **APPROVE AGENDA:**

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

### **APPROVE MINUTES:**

Motion by Pennington, second by Jansen, motion carried, to amend the paragraph under item "Two Requests From Town of Ackley for County Bridge Aid..." in the minutes of the August 10, 2016 meeting to read as follows:

The Town of Ackley has submitted two requests to the County, one for bridge/culvert aid on Winter Road and for bridge/culvert aid on Ackley Road in accordance with Wisconsin Statute 82.08, with 50% participation by the County. Motion by Jansen, second by Poltrock, to approve the requests from the Town of Ackley for bridge/culvert aid on Winter Road in the amount of \$5,234.00 and bridge/culvert aid on Ackley Road in the amount of \$3,916.00, less administrative charges, in accordance with Highway Policy #14-01 and forward resolutions to the County Board. Motion carried.

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

There were no public comments.

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

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

### **DISCUSS HIGHWAY OPERATIONS:**

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

**DISCUSS ANNUAL BLADE QUOTATIONS APPROVED 8/10/16:**

At the August 10, 2016 Highway Committee meeting the Committee approved purchasing flat blades from Londerville Steel. It was subsequently determined that Londerville Steel cannot provide the correct material for the flat blades and they have indicated, in writing, they are unable to fulfill the purchase order. Motion by Jansen, second by Pennington, to approve purchase of the flat blades from O'Brien Steel Service (the next low quote) for \$13,288.80, contingent on the Shop Superintendent confirming with O'Brien Steel that they can cut round holes in the steel instead of the square holes (per their drawing). If O'Brien Steel cannot cut round instead of square holes, the flat blade order will be awarded to the next low quote that meets specifications (Valk Manufacturing for \$13,770.00). Motion carried.

**APPROVE DISCRETIONARY MAINTENANCE AGREEMENT (DMA) WITH THE WIDOT FOR WEDGING/RUT FILLING FOR \$73,984:**

WI DOT has provided a Discretionary Maintenance Agreement (DMA) for wedging/rut filling in the amount of \$73,984. Motion by Pennington, second by Bonacci, to approve the Discretionary Maintenance Agreement (DMA) with the WIDOT for \$73,984 for wedging/rut filling and sign three copies of the agreement. Motion carried.

**APPROVE ADDITIONAL DESIGN AND ENGINEERING COSTS FOR STP BRIDGE PROJECTS 9360-00-00 AND 9360-00-70 - CTH "B" –E BRANCH EAU CLAIRE RIVER FOR PRESTRESSED BOX GIRDER SUPERSTRUCTURE – BRIDGE #P34-0004:**

Corre, Inc. contacted the Commissioner and indicated a pre-stressed box girder superstructure would be a better option for this bridge. The Commissioner confirmed this with Cedar Corporation, the WIDOT's management consultants. Motion by Pennington, second by Jansen, to approve additional design and engineering costs for STP Bridge projects 9360-00-00 and 9360-00-70 – CTH "B" – E Branch Eau Claire River – Bridge #P34-0004 for design change to a pre-stressed box girder superstructure for a total of \$3,537.45. Motion carried. Construction cost estimates will likely increase with the change to a prestressed box girder superstructure.

**DISCUSS TRAFFIC SAFETY COMMISSION RECOMMENDATION TO CHANGE THE THROUGH TRAFFIC HIGHWAY AT THE CTH "G"/CTH "HH" INTERSECTION:**

Commissioner Braun discussed the recommendation from the Traffic Safety Commission to change the through traffic highway at the CTH "G"/CTH "HH" intersection. Commissioner Braun stated he has some concerns regarding changing the stop signs at that intersection and would like some direction from the Highway Committee. The Highway Committee concurred they are not in favor of changing the stop signs at that intersection at this time. Motion by Pennington, second by Bonacci, to make no changes to the through traffic highway at the intersection of CTH "G" and CTH "HH" and leave the stop signs as they are currently erected. Motion carried.

**UPDATE FROM BUILDING ADVISORY COMMITTEE:**

Soil borings have been completed at the proposed building site and we are waiting on the report. The Advisory Committee has a scheduled tour of other Counties highway department buildings.

**REQUEST TO ATTEND COMMISSIONER TRAINING OCTOBER 17 AND 18, 2016:**

Motion by Pennington, second by Bonacci, to approve Commissioner Braun attendance at Commissioner's Training on October 17 and 18, 2016 in Wausau, WI. Motion carried.

**DISCUSS ESTABLISHING A NEW EMPLOYEE ELIGIBILITY LIST:**

Commissioner Braun would like to advertise for employment to establish a new eligibility list to keep our minimal staffing level of the Highway Department crew at 29 employees (in accordance with Resolution #38-2015). Motion by Pennington, second by Jansen, to approve Commissioner Braun to advertise for employment to establish a new eligibility list. Motion carried.

**REVIEW/APPROVE AUDIT RESPONSE REGARDING THE BACKUP OF THE HIGHWAY DEPARTMENT OFFICE MANAGER:**

The Highway Committee reviewed the audit response regarding the backup of the Highway Department's Office Manager. After discussion, motion by Jansen, second by Bonacci, to table this until the October 12, 2016 meeting and invite Gary Olsen, Finance Director, to attend. Motion carried, 3ayes, 1 nay (Pennington), 1 absent (Poltrock).

**ADJOURN MEETING:**

Motion by Jansen, second by Bonacci, to adjourn the meeting at 9:09 a.m. Motion carried.

James R. Jansen, Secretary

**Machinery Shop and repairs:**

#597 Roller, change fuel line, replace water pump for spray bar system.

#112 1-ton Truck, weld in new box hinge.

#43A Breaker, replace oil and temp gauges.

#273 Loader, replace oil pressure sending unit.

#161 Dump Truck, new transmission yoke/ u-joints, seals.

#77 Patrol Truck, new hydraulic pump shaft/seal.

#429 Broom, new hydraulic motor/brush/tire.

#165 Dump Truck, new air compressor.

Continuing preventative maintenance on patrol trucks.

**Highway operations:**

Pothole patching township and County roads.

Line painting on State roads.

Patrolling roads for townships.

Paving on CTH "I", Completed paving "HH", "Y".

Shouldered CTH "Y", "HH", "H", "S", town roads.

Completed paving on Town of Neva, Foreman, Neva Lake. Town of Rolling, Now Road.

Culvert pipe/excavation on project for Town of Ainsworth.

Crushing base course in Cuellar pit.

Continuing to work on Polymastic DMA (multi-county) project.

Contacted Project Manager, Aaron Wallner, regarding snowmobile crossing on STH 55 at Langlade. Aaron stated that the crossing was installed where existing trail signs are located. The crossing was put in at a slight angle to accommodate.

They typically install perpendicular to roadway.