

HIGHWAY COMMITTEE
RICHARD RASMUSSEN - CHAIRMAN
30398 Moss Hollow Lane, Lone Rock
GAYLORD L. DEETS- V. CHAIRMAN
20286 CTH D, Hillsboro
JAMES LEWIS - SECRETARY
31923 Town Hall Road, Muscoda
BUFORD MARSHALL
322 West Liberty Street, Lone Rock
PAUL KINNEY
11826 Maple Valley Rd., Blue River

**RICHLAND COUNTY
HIGHWAY COMMISSION**
120 Bowen Circle, Richland Center, WI 53581
OFFICE PHONE (608) 647-4707
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JIM CHITWOOD
Highway Commissioner
Cell Phone# 608-604-7623
BILL CONDON
Patrol Superintendent
Cell Phone# 608-604-7624
JEANNE MARSHALL
Bookkeeper
LISA MUELLER
Office Clerk
GLEN NIEMEYER
Parts Clerk

RICHLAND CO. HIGHWAY COMMITTEE MEETING

May 7, 2015

MINUTES

The Regular Highway Committee meeting of May 7, 2015 was called to order at 9:00 a.m. by Chairman Rasmussen, in the Conference Room at the Richland County Highway Shop, 120 Bowen Circle, Richland Center, WI 53581.

Present were:

<input checked="" type="checkbox"/> Richard Rasmussen	<input checked="" type="checkbox"/> Pat Werner
<input checked="" type="checkbox"/> Gaylord Deets	<input type="checkbox"/>
<input checked="" type="checkbox"/> Jim Lewis	<input type="checkbox"/>
<input checked="" type="checkbox"/> Buford Marshall	<input type="checkbox"/>
<input checked="" type="checkbox"/> Paul Kinney	<input type="checkbox"/>
<input checked="" type="checkbox"/> Jim Chitwood	<input type="checkbox"/>

There was proper proof of notification.

Read and approve the agenda.

Moved by *Marshall*, seconded by *Kinney* to approve and accept the agenda as read.
Motion carried.

Read and approve minutes of April meeting.

Moved by *Kinney*, seconded by *Deets* to approve the minutes as read.
Motion carried.

Review and recommend vouchers for payment.

Total amount for pre-paid and unpaid bills: \$248,098.74.
Moved by *Marshall*, second by *Lewis*, to approve vouchers for payment.
Motion carried.

Election of Highway Committee Officers.

Moved by *Kinney*, seconded by *Marshall* to cast a unanimous ballot for the current officers;
Chairman-Rasummen, Vice-Chairman-Deets, Secretary- Lewis.
Motion carried.

Review final draft ordinance for ATV/UTV designations.

Ben Southwick has not made a reply. The hope is that it may be ready for the May 19th meeting.

Discuss Summer Highway Conference/registrations.

Discussed – 3 people are going.

Discuss full time / seasonal employee positions.

Will interview May 27th for full time position.
Plan to hire 4 seasonal people.

Discuss Highway Department administrative support positions.

Discussed hours for office staff. Administration needs, as well as, shortfall in office manager (bookkeeper) position.

Discuss specific employee policy issue.

Discussed – Request increase in time line for on job accident for Brad Dull.

Discuss need for new equipment purchase (v-box sanders).

Some are rusted out. Need to be replaced.

Discussion and possible action regarding renaming part of CTH “OO”.

3 People attended the public meeting.

Moved by *Marshall*, seconded by *Kinney* to present the road change “OO” to “RC” to the County Board for approval.

Motion carried.

Discuss Federal Aid Bridge Program and STP Rural Program.

Two bridges qualify this year. Possible need to pay for design with local funds.

Set Highway Committee date for July.

Thursday, July 2nd, 2015 @ 9:00 a.m.

Commissioner’s report.

- a. *Report on used equipment sales.* Items on line: sanders, mowers, brooms, boom mower.
- b. *List of 2015 sealcoat roadways.* G, V, C, H, S, NN, I to S.
- c. *Update on CTH Q.* Submitted.
CTH Y. Discussed CTH Y project. Working with Ho Chunk Nation. Approved design contract with Jewell and Assoc. for \$66,800.00.
CTH TB. Working on it.
CTH SR. Working on it.
- d. *Safety training updates.* Work zone.

MISC.

New contract for Town of Richland needs to be renewed. It is working well.

Other Business.

n/a

The next regular Highway Committee meeting will be held, *Thursday, June 4th, 2015 @ 9:00 a.m.*

Motion to adjourn the meeting by *Kinney*, seconded by *Marshall*. Motion carried.

Chairman Rasmussen adjourned the meeting at 11:25 a.m.

James Lewis - Secretary