

HIGHWAY COMMITTEE  
**RICHARD RASMUSSEN - CHAIRMAN**  
 30398 Moss Hollow Lane, Lone Rock  
**BUFORD MARSHALL- V. CHAIRMAN**  
 322 West Liberty Street, Lone Rock  
**MARTY BREWER - SECRETARY**  
 26766 CTH DD, Richland Center  
**PAUL KINNEY**  
 11826 Maple Valley Road, Blue River  
**LARRY SEBRANEK**  
 32742 Cold Spring Lane, Lone Rock

**RICHLAND COUNTY  
 HIGHWAY COMMISSION**  
*120 Bowen Circle, Richland Center, WI 53581*  
**OFFICE PHONE (608) 647-4707**  
**FAX (608) 647-3231**

**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**

September 1, 2016

**MINUTES**

The Regular Highway Committee meeting of September 1, 2016 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"/> Mark Cupp |
| <input checked="" type="checkbox"/> Buford Marshall   | <input type="checkbox"/>                      |
| <input type="checkbox"/> Marty Brewer - absent        | <input type="checkbox"/>                      |
| <input checked="" type="checkbox"/> Paul Kinney       | <input type="checkbox"/>                      |
| <input checked="" type="checkbox"/> Larry Sebranek    | <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 *Kinney*, seconded by *Marshall* to approve and accept the agenda as read.  
 Motion carried.

***Read and approve minutes from August 4, 2016 Highway Committee Meeting.***

Moved by *Kinney*, seconded by *Marshall* to approve minutes.  
 Motion carried.

***Review voucher listing and approve for payment.***

Total amount for pre-paid and unpaid bills: \$790,202.97.  
 Moved by *Marshall*, seconded by *Kinney* to approve vouchers for payment.  
 Motion carried.

***Review and approval of 5-Year Construction Plan.***

Moved by *Rasmussen*, seconded by *Marshall* to accept the plan.  
 Motion carried.

***Update on Sand Pit.***

New boundary approved.

***Review and approve 2017 Highway Budget Proposal.***

Revenues continue to be a problem. Talked about bonding. We spend approximately \$10,000.00/mile. Richland County spends the least amount of money compared to other counties. Receive \$1.2 in shared revenue. Discussed potential jurisdictional transfers with townships. Moved by *Rasmussen*, seconded by *Marshall* to forward the budget as presented. Motion carried.

***Update on September 29<sup>th</sup> – statewide “Just Fix-It Campaign”.***

Get message out that we need more money for transportation.

***Discussion and possible action regarding donation towards safety item involving Port Andrew/Orion Boat Landings.***

Various donations have been made. Anyone can borrow the life vests. Richland County Highway to donate \$250.00 to FLOW. Moved by *Marshall*, seconded by *Kinney* to donate \$250.00 to FLOW for life vests. Motion carried.

***Approve internal transfer from Administration Fund to County Highway Maintenance Fund.***

Transfer \$200,000.00 to County maintenance from administration. Moved by *Kinney*, seconded by *Marshall* to transfer \$200,000.00 to County Highway Maintenance. Motion carried.

***Update on County Highway Department Maintenance and Construction Projects.***

Sealcoat is done. All is good except STH 58 had issues. Had several broken windshields. CTH Y-installed sectional plate. Working on CTH JJ. Painting SR, later Y. 2 PBMs to work on after CTH JJ is completed. USH 14-Gotham to STH 58.

***Report of WCHA Scholarship opportunity.***

Shared application with employees. County Highway Association provides funds. Deadline is November 1<sup>st</sup>.

***Commissioner's report.***

- a. Equipment specification preparedness.* Working with Glen and Kent to get the specs ready. Wants to get ahead of bidding.
- b. Mowing update.* Mowing 3 times on some county roads.
- c. Busy fall work schedule.* Still have a lot to do – such as ditching.

***Other Business.***

Updated the Committee on employee out on workers comp.

The next regular Highway Committee meeting will be held, *Thursday, October 6<sup>th</sup>, 2016 @ 9:00 a.m.*

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

*Chairman Rasmussen* adjourned the meeting at 10:30 a.m.

---

Jeanne Marshall - Bookkeeper