

HIGHWAY COMMITTEE
BURFORD MARSHALL – CHAIRMAN
322 W. Liberty Street, Lone Rock
LARRY SEBRANEK– V. CHAIRMAN
32742 Cold Spring Ln., Lone Rock
MARTY BREWER – SECRETARY
26766 CTH DD, Richland Center
JAMES D. HUFFMAN
22153 Main Street, Yuba
STEVE WILLIAMSON
17998 State Highway 60, Blue River

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

BILL CONDON
Highway Commissioner
Cell Phone# 608-604-7624
ROGER GANDER
Patrol Superintendent
Cell Phone#608-604-7623
LISA MUELLER
Bookkeeper
CERRESA ROSE
Office Clerk
GLEN NIEMEYER
Parts Clerk

RICHLAND CO. HIGHWAY COMMITTEE MEETING

June 7, 2018

MINUTES

The Regular Highway Committee meeting of June 7, 2018 was called to order at 9:00 a.m. by Chairman Buford Marshall, in the Conference Room at the Richland County Highway Shop, 120 Bowen Circle, Richland Center, WI 53581.

Present were:

<input checked="" type="checkbox"/> Buford Marshall	<input checked="" type="checkbox"/> Cerresa Rose
<input checked="" type="checkbox"/> Marty Brewer	<input type="checkbox"/> _____
<input checked="" type="checkbox"/> Larry Sebranek	<input type="checkbox"/> _____
<input checked="" type="checkbox"/> Steve Williamson	<input type="checkbox"/> _____
<input checked="" type="checkbox"/> James D. Huffman	<input type="checkbox"/> _____
<input checked="" type="checkbox"/> Bill Condon	<input type="checkbox"/> _____

There was proper proof of notification.

Read and approve the agenda.

Moved by *Marty Brewer*, seconded by *James Huffman* to approve and accept the agenda as read. Motion carried.

Read & approve minutes from May 3rd, 2018 Highway Committee Meeting.

Make corrections to change William to Williamson. Moved by *Steve Williamson*, seconded by *James Huffman* to approve and accept the minutes as read. Motion carried.

Review voucher listing and approve for payment.

Total amount for unpaid bills: \$70,758.73. Pre-paid bills were \$276,920.51. Moved by *Steve Williamson*, seconded by *James Huffman* to approve vouchers for payment. Motion carried.

Discussion with Bridge Inspector Aaron Palmer (Westbrook Associated Engineers)

Aaron Palmer was present at the meeting and introduced himself to the Committee. Between June and July all bridge inspections will be completed and a meeting with Commissioner Bill Condon will be set up to discuss future plans and problem areas. Aaron Palmer explained that Westbrook also does design work such as the guard rail replacement project on County Q. Another project that Westbrook is working on is designing a replacement bridge on Cover Bridge road north. Every bridge is inspected every 2 years unless they fall into certain categories where they are inspected yearly or more often. The two UW Richland bridges were discussed and Aaron Palmer explained that they are owned by the County but not the Highway Department and any work or decisions need to be decided by the County.

Discussion of County BR speed limit reduction - signage

Commissioner Bill Condon stated that BR is being posted with weight enforcement signs temporarily during the project. The Commissioner brought up the question of whether we need an Ordinance to make this enforceable since the posting is temporary. Commissioner Bill will look into this further and bring it up to the committee if an ordinance is needed.

Approval of probationary status to fulltime status for 2 employees – Gander/Rose

Marty Brewer made a motion to approve full time permanent status for Roger Gander and Cerresa Rose. Seconded by James Huffman. Motion Carried.

Discuss moving Office Clerk position to full-time 40 hour status

Commissioner Bill Condon had Bookkeeper Lisa Mueller attend the meeting for discussion. Lisa Mueller explained that there is plenty of work to cross-train and fill up a 40 hour work week. Cross training allows for employees to take time off or if they are sick to keep the work caught up and current. The Office Clerk will be cross training with both functions of the Bookkeeper and the Parts Clerk. Larry Sebranek made a motion to send this onto the Finance and Personal Committee for approval, seconded by James Huffman. Motion carried.

WCHA Road School Discussion

Commissioner Bill Condon attended the WCHA Summer Road School and discussed with the Highway Committee some of the new information he learned and received. At Road School Bill was given information about what help and support is available in all aspects of highway operations. New equipment available as well as the winter availability rates were discussed. Commissioner Bill Condon told the Highway Committee that there were many excellent lectures. Some of the lectures included discussion of antonymous vehicle traffic where Secretary Ross spoke in detail of the transportation needs for businesses such as Foxconn Industries. Roads and bridges replace in Kind. Wisconsin Counties Executive Director Mark O'Connell spoke on transportation funding and the importance it will play in this election year. One last discussion point Commissioner Bill wanted to share with the Committee was the push for more brine use and less rock salt. Trucks are now being outfitted for this change and it's a huge cost savings as well as buildings being outfitted with tanks and computers for easy and convenient mixing.

Discuss wages for seasonal hires

Chairman Buford Marshall explained that in the Highway Departments addendum the seasonal hires rate starts at \$11.40. This is grade 7 from the old wage scale. Currently the seasonal hires for the 2018 summer will be receiving this rate until these addendums are removed and the new wage scale is implemented. As it stands now the Highway Department is paying at Grade 7 until Finance and Personal make addendum changes.

Commissioner's report.

- a. **County- maintenance year**-County is working on regular maintenance as well as any projects as they come up. Seal coating will take place at the end of July. The ongoing County Y project is still being prepped for next year. Mowing has started today as well.
- b. **State- bridge sealing PBM & general maintenance**- State crews are currently working on bridge washing and repairs as well as regular maintenance. Mowing will start about a week and a half before the 4th of July.

Other Business

-Township update – The two newest hires have been doing ditching and smear patches. The Commissioner had nothing but good comments to say about their work.

-Larry Sebranek asked if the Highway Department would be available to haul loads of snow out of HHS this coming winter. Larry explained they are looking at all of their options and comparing them with their current contracted services.

-L&M – Commissioner Bill Condon is still looking into the legality of the right of way. It was discussed the possibly of fencing in the new section of road when it gets completed.

-Commissioner Bill Condon brought up and wanted to discuss an employee that is off on Workman's Comp for a minor injury. The County Clerk's office advised Bill that the employee should not return to work until he is 100% healed because of liability reasons. This employee does have a return to work with limitation order and would be available for driving a mowing tractor or flagging. Marty Brewer made a motion to approve the employee returning to work with limitations and following the light duty doctor's orders. Seconded by Steve Williamson. Motion carried.

The next regular Highway Committee meeting will be held, *Thursday, July 5th, 2018 @ 9:00 a.m.*

Motion to adjourn the meeting by *James Huffman*, seconded by *Marty Brewer*. Motion carried.

Chairman Buford Marshall adjourned the meeting at 10:43 a.m.

_____Marty Brewer - Secretary