

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**
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Bookkeeper
CERRESA ROSE
Office Clerk
GLEN NIEMEYER
Parts Clerk

RICHLAND CO. HIGHWAY COMMITTEE MEETING

June 7, 2018

MINUTES

The Regular Highway Committee meeting of July 5, 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 *James Huffman*, seconded by *Larry Sebranek* to approve and accept the agenda as read. Motion carried.

Read & approve minutes from June 5th, 2018 Highway Committee Meeting.

Moved by *Steve Williamson*, seconded by *Marty Brewer* to approve and accept the minutes as read. Motion carried.

Review voucher listing and approve for payment.

Total amount for unpaid bills: \$61,511.86. Pre-paid bills were \$147,134.64. Moved by *Marty Brewer*, seconded by *Steve Williamson* to approve vouchers for payment. Motion carried.

MSA Consultant – Leah Rhodes, P.E. - Discussion

Leah Rhodes attended the committee meeting to discuss what MSA would be able to offer the Highway Department. MSA does transportation highway design, bridge design, traffic design etc. They have offices in Baraboo, Madison and other offices nationwide. MSA's resources were previously used on the bridge design for Fish School Road in Richland County. Leah explained that they would be very interested in assisting with the Town of Ithaca bridge project or any other projects that the Highway Department would like consulting with.

Discuss & approve sale of #51 for the amount of trade-in, amend resolution

Commissioner Bill Condon explained that we have to change the resolution to show the trade-in with the full price of the sale. The Highway Department has already been paid for the trade-in from International and the money went into the Machinery Fund, it just needs to be clarified and amended in the resolution. Larry Sebranek made a motion to amend the resolution. Seconded by James Huffman. Motion carried.

Retirements – Discussion on hiring process

Commissioner Bill Condon discussed with the Highway Committee that in October or November the Highway Department is anticipating 3 employees that are planning on retiring. There is internal interest for these positions and they will be advertised for.

Vacation – Discussion on hourly increments

It was brought up to Commissioner Bill Condon about changing vacation to hourly increments instead of half or full days per current policy. Bill feels that sick leave would be less abused and this would be more employee friendly allowing employees more flexibility and in return more productivity. Larry Sebranek made a motion to change vacation to hourly increments. Steve Williamson seconded. Motion carried.

Discussion on bridge projects

Funding for Town of Ithaca bridge project as well as the County B bridge just off of STH 130 were both approved with replace in KIND. Both of these bridge projects are 80/20 funded which is 80% Federal and 20% local municipal. The Highway Department is currently waiting on the DOT before we are able proceed and hire consultants.

Discussion on seasonal help

After advertising twice for seasonal help, the Highway Department was able to hire dependable help and he is doing an exceptionally well job. This employee informed Commissioner Bill Condon that he has a two week course coming up in August but will be available to continue working after the course is completed. The Highway Department will be working with his schedule and will hope to work with him again in the future.

Commissioner's report.

- a. **State- 2018 Work schedule**-State is working on a drainage project at CTH G & STH 14 (Bosstown location), STH 14 patching as well as PBM seal coating. There will be concrete work as well as safety mowing coming up. Crack sealing around October.
- b. **County- Mowing, sealcoating, CTH Y update**- County is working on PBM seal coating. CTH X & CTH G prep work, caps and wedges. Seal coating will take place the last week in July. August there will be some drainage work and box culvert extension projects paving the parking lot at Symons. September the County crew will be finishing the road into the sandpit. Mowing County sections will take place again in September.
- c. **Township- Discuss completed work**- Township has completed a 50/50 cost share culvert on Comar Ln.

Other Business

-Larry Sebranek expressed his concern about signs that are moved or reposition when road repainting crews remark lines. Commissioner Bill Condon explained that this is due to remarking new passing zones. Larry would like someone from the Committee to write a letter to Howard Markline about the money being spent to paint and remark these new passing zones.

-Larry Sebranek is bringing snacks to the next meeting and would like a reminder sent with the agenda going forward. Alphabetical.

-Bill Condon will be taking vacation for 2 weeks in August.

The next regular Highway Committee meeting will be held, *Thursday, August 2nd, 2018 @ 9:00 a.m.*

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

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

Marty Brewer - Secretary