

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

December 6, 2018

MINUTES

The Regular Highway Committee meeting of December 6, 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:

- | | |
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| <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.

Item #15 Commissioner explained that we are going to follow the recommendations from DOT and select the top 3 consultants not just 1 and then send out bids and review and select a consultant at the January 2019 meeting. Moved by *Marty Brewer*, seconded by *Larry Sebranek* to approve and accept the agenda as read.
 Motion carried.

Read & approve minutes from November 2, 2018, November 5, 2018, November 6, 2018, & November 26, 2018 Highway Committee Meetings.

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: \$69,201.74. Pre-paid bills were \$340,346.30. Moved by *Steve Williamson*, seconded by *Larry Sebranek* to approve vouchers for payment. Motion carried.

Review and Approve 2019 Routine Maintenance Agreement with Wisc. DOT

Commissioner stated that the RMA(Routine Maintenance Agreement) is the same amount as last year for the State. Motion by *James Huffman*, seconded by *Larry Sebranek* to sign and approve the 2019 Routine Maintenance Agreement. Motion carried.

Discuss New Hires and Position Placements

Internal positions have been filled and all routes are covered. All mechanic positions have also been filled and equipment has been repaired with small turn-around time. The Commissioner and the Patrol Superintendent are going to be doing a safety training along with demonstrations with all employees at the Highway Department to coincide with additional training from County Insurance rep. about Slip, Trip and Fall Safety.

Discuss DNR Meeting & County Y Update

Commissioner discussed with the Highway Committee that the DNR is here to help us be compliant with their rules and regulations. The Commissioner stated to the Board that CTHY is compliant with the DNR but we are still receiving notices that we are not. This project is at a stand still until the DNR responds as to what, if anything, hasn't been completed.

Review Bid Quotes for Paver Purchase

Commissioner explained that there is a 2017 Paver sitting in Pennsylvania for a little under \$200,000 with trade-in. There have been a few other Pavers that have been for sale but well over \$250,000 so the Highway Department is still currently looking and seeing what options are available.

Discuss Updating Town of Richland Maintenance Agreement

This agreement was last signed in 2012 and hasn't been updated since. The Highway Commissioner brought it to the Board to be updated with current signatures. Motion by *Marty Brewer*, seconded by *Larry Sebranek* to update the Town of Richland Maintenance Agreement with current signatures. Motion carried

ATV Proposal Discussion

The ATV club would like to open all the County roads instead of going on a road by road approval basis. The Highway Commissioner explained he had reached out to other counties to see how they handled this topic. It was suggested to create an ordinance that would follow all the ATV guidelines that are allowed but instead of listing individual roads in the ordinance it would state that as long as the village or township passes the usage on their roads then the county agrees and the statutes and guidelines will need to be followed. The Commissioner would like to sit and amend the ordinance to create a blanket approach for approval allowing the opening of county roads to become a joint effort with local townships and villages.

Discuss January Winter Training for Commissioners and Supervisors

The Highway Commissioner will be attending the WHCA Winter Road Training in Wisconsin Dells. It is a 3 day training. This is open to any committee member that would like to register and attend.

GTA Discussion

GTA has decreased again for 2019. The Highway Department will need to budget more money for Road Maintenance.

Discussion about Housekeeping/Cleaning of the Highway Office Building

Commissioner explained that the previous housekeeper had given notice and will no longer be available to continue cleaning. A new housekeeper has been hired internally. A deep floor cleaning will be done internally twice a year as well.

Discuss, Review & Select Bridge Consultants for Local Bridge Projects

The Highway Committee decided to use QBS process in selecting a bridge consultant. For QBS selection the Board will choose the top 3 consultants and then bid out the work. The committee will open bids and select a consultant at the January 2019 meeting. Jewell, MSA & Westbrook will be contacted to send in consulting bids.

Discussion about Symons Rec. Parking Lot

The Highway Department contacted another professional paving business to get a second opinion about the situation at the Symons Rec. parking lot. It was stated that the issues with the parking lot are base related and the professional advice was to replace it completely. The commissioner explained that the Highway Department was operating on a budget, Symons provided, without the ability to put in a complete new base and with only four days from start to completion. Two of these days were for prep and two days were for paving. It was at the request of the Symons Rec. Center to pave at a thickness 3" instead 2" and this adjustment was done without adjusting the price quote to match. Due to an insufficient base this created cracking and ponding on the surface of the new

parking lot. It was explained that to repair and replace the parking lot it is going to cost a lot more than what was previously agreed upon in order to give it a proper base with proper drainage. The current parking lot has a better base than the previous lot before it, as well as thicker pavement so it should last longer. It was suggested to Symons to just utilize the current parking lot and budget for an estimated \$100,000 in the future to have a properly paved parking lot. *Larry Sebranek* seconded by *Marty Brewer* to set up a meeting and come to a settlement with the Symons Board to discuss the parking lot with an agreement to come in and seal it within the next 2 years. Motion carried.

Discuss Sand Pit Machinery Needs

The Highway Commissioner explained to the Board that the Highway Department opened up the new sand pit and have currently run into sand rock. The Highway Department had to hire in a company to come in and rip up the sand rock to get by for the winter. An excavator is going to be taken to the pit and test holes are going to be drilled to see how much sand rock there is and it's currently being discussed on whether it would be better to invest in purchasing a ripper for the Highway Department or to continue to hire it out.

Discuss & Approve Purchase Price of Tri-Axle Truck

Commissioner explained that the truck that we just purchased from Lakeside ended up being \$104,000 instead of \$100,000. The extra cost was due to the installation of a different style front end, batteries in the cab with a special containment box and wiring for the 2-way radio. These items will be added to the next bid sheet for future bids.

Commissioner's report.

- a. **State**- State is working on building up their brine supply. Just purchased another brine tank the old tank developed a crack after 13 years of use. In the future these tanks will be colored as well as put indoors to keep from sun damage.
- b. **County**- County crew is done with CTH Y and a letter was sent to Ho-Chunk and things were delayed this year due to flooding and some unexpected limestone. Plan to pave all of CTH Y in 2021 and complete the project.
- c. **Township**- Township has two new employees maintaining these roads.

Other Business

County Board member met with highway commissioner to discuss CTH G and possible usage of grant money to help with flood control. It needs to be discussed with a professional engineer before any decisions get made. It was brought up to put the grant money towards a new grocery store rather than a highway flood control project.

Summited cost to the state for flooding. Emergency relief for County G will be around \$13,000 that we will be receiving and will go back into our maintenance fund. It was also discovered that we never received our federal funding from flooding in 2016. Money was sent to the DOT but not to the County so that funding should also be coming in as well.

Notice for STP Rural for County O project was refused again and all of the paperwork had been handed over to the DOT. There are some options available for CTH O our current 20% portion has over \$100,000 invested. This project can keep getting pushed out or the Highway Department could pursue a lesser project with reconditioning if approved through the DOT to try and keep the 80/20 split. Commissioner is researching possible funding options that could also be applied for.

The next regular Highway Committee meeting will be held, ***Thursday, January 3rd, 2019 @ 9:00 a.m.***

Motion to adjourn the meeting by *James Huffman*, seconded by *Larry Sebranek*. Motion carried.

Chairman Buford Marshall adjourned the meeting at 11:31 a.m.