

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**  
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**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**

January 3, 2019

**MINUTES**

The Regular Highway Committee meeting of January 3, 2019 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 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 *Larry Sebranek*, seconded by *Marty Brewer* to approve and accept the agenda as read. Motion carried.

***Read & approve minutes from December 6, 2018, & December 10, 2018 Highway Committee Meetings***

Moved by *James Huffman*, seconded by *Larry Sebranek* to approve and accept the minutes as read. Motion carried.

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

Total amount for unpaid bills: \$172,210.03. Pre-paid bills were \$331,287.58. Moved by *Marty Brewer*, seconded by *James Huffman* to approve vouchers for payment. Motion carried.

***Elect a Consultant Selection Committee***

Chairman	Nominated: Buford Marshall	Nominated By: Larry Sebranek
		Seconded By: Marty Brewer
Vice Chairman	Nominated: Larry Sebranek	Nominated By: James Huffman
		Seconded By: Marty Brewer
Secretary	Nominated: Marty Brewer	Nominated By: Larry Sebranek
		Seconded By: James Huffman

***Select a Short List of Qualified Consultants***

QBS(Quality Based Selection) Committee will meet January 8, at 8:00am to discuss and select bridge consultants. This will be held prior to the Finance and Personnel meeting located at the County Board Room at the Richland County Courthouse.

- a) Review Statement of Qualifications from Respective Design Consultants for Bridge on County B, Richland County**

**b) Review Statement of Qualifications from Respective Design Consultants for Bridge on Mcavoy Hill Road, Town of Ithaca**

***Select Consultants for 2018-2019 Local Bridge Program***

***Discuss and Approve Roller Equipment Purchase***

The Highway Commissioner explained that the Highway Department has been looking at a pair of self-propelled rollers. Both rollers have been taken care of very well and are CAT brand. Aring has been helping with the purchasing process. The Highway Department had budgeted about \$80,000 for the purchase of a roller. Aring was going to go through the equipment and make sure that both rollers are turn-key ready. The Highway Department is getting an estimation of what it would cost to acquire both rollers which would allow the Department to have a backup or to lease out for revenue purposes. The Commissioner stated a limit of \$50,000 or less and currently it is estimated around \$33,000 for one. Motion by *Larry Sebranek*, seconded by *James Huffman* to approve the purchase of one Roller at this time. Motion carried.

***Discuss 2019 Road Work Schedule***

County Y is the main focus for 2019. The sheriff had been involved in getting the right-of-way by L&M cleaned up by spring of 2019. There is a possibility that 2 crews may be put on this project to get it completed in a timely manner. The Commissioner stated that there are no other planned county road paving projects for 2019. The Highway Department is just going to focus on prepping roads and seal coating. The Highway Department is considering seal coating CTH V and a short section of CTH G. The State has prepaid for blacktop will be working on small repairs as well as shoulder repairs to prepare for future paving.

***Discuss New Hires and All Position Changes***

Commissioner explained that the recent new hires are getting settled into their new positions and have dove right into their work. There have also been some changes with State and County positions internally.

***Discussion on New Truck Warranties***

The Highway Department Commissioner explained that the department has been reviewing new truck warranties seeking advice from the lead shop mechanic. A current bumper to bumper extended warranty came out to around \$165 a month for over the period of about five years. The Committee discussed how the monthly cost is hard to justify or recoup when the Highway Department already has very capable mechanics as well as local truck shops that we can outsource to for assistance.

***Set all Regular Committee Meeting Dates for 2019***

The regular Committee Meetings will continue with the first Thursday of every month for 2019 unless stated.

Thursday, <b>January 3</b> , 2019	@ 9:00 a.m.
Thursday, <b>February 7</b> , 2019	@ 9:00 a.m.
Thursday, <b>March 7</b> , 2019	@ 9:00 a.m.
Thursday, <b>April 4</b> , 2019	@ 9:00 a.m.
Thursday, <b>May 2</b> , 2019	@ 9:00 a.m.
Thursday, <b>June 6</b> , 2019	@ 9:00 a.m.
Wednesday, <b>July 3</b> , 2019	@ 9:00 a.m.
Thursday, <b>August 8</b> , 2019	@ 9:00 a.m.
Thursday, <b>September 5</b> , 2019	@ 9:00 a.m.
Thursday, <b>October 3</b> , 2019	@ 9:00 a.m.
Thursday, <b>November 7</b> , 2019	@ 9:00 a.m.
Thursday, <b>December 5</b> , 2019	@ 9:00 a.m.

### **Update and Discussion on Symons Parking Lot**

The Natatorium Board had met on December 13, 2018 the Board had passed a motion not to pay the invoice owed to the Highway Department until they meet in May of 2019. \$19,366.99 is the amount that was passed per resolution for the parking lot work that the Highway Department had completed. The Highway Department wanted to make the Highway Committee aware that technically the Department still owns the pavement until the bill is paid in full and that this delay will be taken into consideration for future projects.

### **Discuss Machinery Updates and Needs**

The Highway Commissioner would like to propose the idea of purchasing a dozer with a ripper for the sandpit for the sand rock issue the Department had ran into over the summer of 2018. This would save the Department an expense of having to lease one. A D7 Dozer with a ripper with low hours would be ideal. The Commissioner has been monitoring various surplus websites as well as contacting different local counties and equipment companies inquiring about equipment and deals. *Larry Sebranek* made a motion to give the Commissioner the authority to make this purchase as long as the purchase is within budget. Also with the stipulation that the Highway Commissioner needs to call the Committee Chairman for approval before hand. *James Huffman* seconded this. Motion carried.

### **Discuss and Approve Purchase – Crew Cab Utility Foreman Truck**

The Highway Department has budgeted for the purchase of a Foreman pickup truck. The Highway Commissioner currently has a lead on a decent Duramax diesel with very low mileage. This Duramax is currently on the Government Surplus website and the Highway Department would have to bid on it. This replacement pickup truck would be a turnkey purchase. Motion by *Larry Sebranek*, seconded by *Marty Brewer* to bid on the crew cab utility foreman truck on the Government Surplus website. Motion carried.

### **Commissioner's report.**

- a. **State-** Currently brush cutting as well as keeping up with the few snow storms that have passed through.
- b. **County-** Several crews are working on tree clean up from the flooding that took place earlier in 2018 as well as some structure repair on various structures and bridges.
- c. **Township-** General road maintenance right now. A guard rail was put in on Comar with the new culvert that the Department had installed earlier in 2018.

### **Other Business**

The Commissioner requested that the Committee sign a voting proxy allowing him to represent the Committee at the WCHA Winter Training. *James Huffman* made a motion to approve the Commissioner representing them at the WCHA meeting. *Marty Brewer* seconded it. Motion carried.

The next regular Highway Committee meeting will be held, **Thursday, February 7<sup>th</sup>, 2019 @ 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 10:41 a.m.

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Marty Brewer - Secretary