

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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 Highway Commissioner
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LISA MUELLER
 Bookkeeper
CERRESA ROSE
 Office Clerk
GLEN NIEMEYER
 Parts Clerk

RICHLAND CO. HIGHWAY COMMITTEE MEETING

February 7, 2019

MINUTES

The Regular Highway Committee meeting of February 7, 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

Removing 7, 8, 9 & 10 from the agenda. These items were taken care of or discussed at the special meeting held on 2/1/19. Moved by *Larry Sebranek*, seconded by *James Huffman* to approve and accept the agenda as amended. Motion carried.

Read & approve minutes from January 3, 2019, January 8, 2019 & February 1, 2019 Highway Committee Meetings

Moved by *James Huffman*, 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: \$130,282.31. Pre-paid bills were \$240,926.37. Moved by *Marty Brewer*, seconded by *James Huffman* to approve vouchers for payment. Motion carried.

Approval of Probationary Status to Full-time Status for 2 Employees

These 2 employees have moved internally to lead shop foreman and assistant shop foreman. Both employees have been doing an excellent job and shown to be very efficient and have proven to be valuable to the Highway Department. Moved by *James Huffman*, seconded by *Larry Sebranek* to approve and move both employees to permanent full-time status. Motion carried

Discuss WCHA Winter Commissioners Road School

The Highway Department Chairman shared with the Highway Committee that it was a very educational conference and that we would love for some of the committee members to join him at future events. There was discussion on responsible bidders and monitoring and reviewing any subcontractors that might be involved in your project and how they become your responsibility. Winter availability rates were passed for a once a year payment with the possibility that the program may go away next year. Brine making is going to be switched over to the County and cost share it allowing the Highway department to sell it. This will allow the County to use it as well as selling to the city or other municipalities.

Discussion on Permits

a. Sand Pit Permit

Non-metallic mining permit has been obtained. There is a yearly inspection fee. This is an internally draining pit permit.

b. Storm Water Permit – Shop

This is for the screening plant and stock piles that we currently have. This is covering us and allowing us to benefit from projects that are being working on locally. The disposal of the used materials from these projects can be disposed of at the Highway Shop. Examples of used materials are gravel, silt, etc. The Commissioner plans to work on obtaining this permit for future use.

Discuss & Review Options for KK Bridge & Emergency Posting

The bridge on KK has a lot of problems. Previously the DOT did an audit to verify the work of the inspection companies. Piling in these bridges was rated differently than the DOT would like. An engineer is involved in the fixing process and the final rating of the bridge once done. After further investigation it was discovered that the bridge is in need of re-decking. The bridge has been posted to a weight limit at the present time. The Commissioner has contacted a company to redo the bridge deck and the work can be completed in house within two weeks.

Discuss 2019 Sealcoating

The Highway Commissioner discussed with the Committee that they would like to do close to \$200,000 worth of sealcoating this year which is the same as last year. That is about 11 miles and bids have been sent out to be opened at the March meeting.

Budget Review & Update

The Highway Department attended the meeting to discuss the budget numbers and gave the Committee members an update as to where the numbers are from 2018 going into 2019.

Review & Approve Wheel Tax Letter

The Highway Commissioner provided a copy of the letter to all Committee members to read and review. The letter was drawn up because there was a possible law passing that stated that a wheel tax would have to be passed through a referendum. The law was not passed this year so a referendum is no longer needed to pass to implement a wheel tax. After reviewing the Highway Budget a wheel tax would add revenue to repair and update roads as well as increase our annual GTA (General Transportation Aid). It would be estimated at \$20 a vehicle and only effects vehicles under 8,000. This revenue will be kept locally and put back into the County. The next step the Highway Department is going to take is to take this to the Finance and Personnel Committee and then submitting an ordinance to County Board for approval/vote.

Commissioner's report.

- a. **State**- Lowest usage for salt according to the DOT with top class performance.
- b. **County**- When there isn't snow to plow the County crews are cutting and mowing brush back.
- c. **Township**- Highway Department reviewed a letter from the Town of Richland wanting to cost share the Comar culvert project. This cost share was not presented to the Committee to allow it to the budget for the 2018 budget year. The full cost is paid by the town in full and then the Highway Department reimburses their 50/50 share. A letter was stated that this could be cost shared and reimbursed for the 2020 year after the paperwork and the process has been completed. The Highway

Move into Closed Session 19.85(1)(c) of the Wisconsin State Statutes for the Purpose of Employee Discipline Measures

Moved by *Larry Sebranek*, seconded by *James Huffman* to move into closed session. Motion carried.

Motion by Larry Sebranek to accept employee resignation, seconded by James Huffman. Motion Carried

Moved by *Larry Sebranek*, seconded by *James Huffman* to return to open session. Motion carried.

Other Business

The next regular Highway Committee meeting will be held, ***Thursday, March 7th, 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 11:45 a.m.

_____Marty Brewer - Secretary