

**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**

May 2, 2019  
**MINUTES**

The Regular Highway Committee meeting of May 2, 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<br><input checked="" type="checkbox"/> Marty Brewer<br><input checked="" type="checkbox"/> Larry Sebranek<br><input checked="" type="checkbox"/> Steve Williamson<br><input checked="" type="checkbox"/> Gary Manning<br><input checked="" type="checkbox"/> Bill Condon | <input checked="" type="checkbox"/> Cerresa Rose<br><input type="checkbox"/> _____<br><input type="checkbox"/> _____<br><input type="checkbox"/> _____<br><input type="checkbox"/> _____<br><input type="checkbox"/> _____ |
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**2. There was proper proof of notification**

**3. Read and approve the agenda**

Moved by *Marty Brewer*, seconded by *Larry Sebranek* approve and accept the agenda. Motion carried.

**4. Read & approve minutes from April 4, 2019 Highway Committee Meeting**

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

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

Total amount for unpaid bills: \$86,121.97. Pre-paid bills were \$187,293.91. Moved by *Larry Sebranek*, seconded by *Steve Williamson* to approve vouchers for payment. Motion carried.

**6. Election of Highway Committee**

Motion made by *Larry Sebranek*, seconded by *Steve Williamson* to leave the Committee board the same. Motion carried.

**7. Review and Award Bid for Body Build for Tandem Axle Plow Truck**

The Highway Commissioner opened the sealed bids from Monroe Truck Equipment and Universal Truck Equipment. Moved by *Marty Brewer*, seconded by *Gary Manning* to accept the Monroe bid with listed options for a total of \$99,336.01. Motion carried

	<i>Monroe</i>	<i>Universal</i>
<b>Base Price</b>	\$91,998.01	\$96,785.00
<b>Options:</b>		
9" Tailgate Spreader	\$648.00	\$812.00
Electric Vibrator Pkg.	\$1,008.00	\$1,095.00
Rear Seal Coat Hitch	\$984.00	\$1,145.00
Tarp System	\$2,872.00	\$2,950.00
Wing Air Bag System	\$1,233.00	\$0.00
Temperature System	\$593.00	\$0.00
<b>TOTAL</b>	<b>\$99,336.01</b>	<b>\$102,787.00</b>

**8. Discussion on Current Open Position and Hiring a Summer Temp**

Commissioner informed the board that because of the current budget balances the Highway Department has decided to postpone hiring a new patrolman at this time. The Highway Department will advertise for the open patrolman position this fall keeping the current applications on file for consideration. The Paving Foreman has decided to continue working for the Highway Department so there will be no need to fill this position at this time. The Commissioner also stated that for cost saving reasons there will only be the need to hire 1 summer temp instead of 2.

**9. Review and Approve Permanent Full-Time Status for 3 Employees**

There are 3 employees that are meeting and passing their probationary periods at the end of May. The Commissioner recommends to the Committee that these 3 employees be moved to permanent full-time status. Moved by *Marty Brewer*, seconded by *Gary Manning* to approve and move these 3 employees to full-time permanent status. Motion carried.

**10. Review and Discuss Fund Balance Report**

The Commissioner discussed that there is no plans for seal coating this year. The savings are to be put into the maintenance fund and eventually towards the County Y paving project. The Commissioner would like to get the Maintenance fund into the black for the start of 2020.

**11. Discussion on Summer Work Schedule**

The Commissioner shared with the Committee that the Highway Department has plans to complete the second hill, close up the site and permit, establish seed and mulch to finish up the work on County Y with plans to pave the road in 2020.

**12. Commissioner's report.**

- a. **State-** Currently washing bridges, shoulder maintenance, crack sealing on STH131. The State crew has plans of laying a lot of new asphalt down in 2019.
- b. **County-** Ditching and resetting culverts. A lot of cleanup from storm debris. County crews have been using the boom mower to clean up brush. The plan is to do a lot of section work this year.
- c. **Township-** Only emergency work as needed at this time.

**13. Move into Closed Session 19.85(1)(c) of the Wisconsin State Statutes for the Purpose of Employee Retirement**

Moved by *Marty Brewer*, seconded by *Larry Sebranek* to move into closed session. Motion carried.

Moved by *Larry Sebranek*, seconded by *Steve Williamson* to return to open session. Motion carried.

**Other Business**

Symons Parking Lot – Discussed the current state of the parking lot and the status of payment. There is one crack over a drain that the Highway Department will crack seal this summer.

The next regular Highway Committee meeting will be held, **Thursday, June 6<sup>th</sup>, 2019 @ 9:00 a.m.**

Motion to adjourn the meeting by *Larry Sebranek*, seconded by *Marty Brewer*. Motion carried.

*Chairman Buford Marshall* adjourned the meeting at 10:40 a.m.

\_\_\_\_\_ Marty Brewer - Secretary