

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  
STEVE WILLIAMSON  
17998 State Hwy. 60, Blue River  
GARY MANNING  
27321 Manning Ln., Richland Center

**RICHLAND COUNTY  
HIGHWAY COMMISSION**  
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**BILL CONDON**  
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Patrol Superintendent  
Cell Phone#608-604-7623  
**LISA MUELLER**  
Bookkeeper  
**CERRESA ROSE**  
Office Clerk  
**GLEN NIEMEYER**  
Parts Clerk

**RICHLAND CO. HIGHWAY COMMITTEE MEETING**

June 6, 2019  
**MINUTES**

The Regular Highway Committee meeting of June 6, 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 checked="" type="checkbox"/> Josh Elder, Interim Commissioner
<input checked="" type="checkbox"/> Larry Sebranek	<input type="checkbox"/> _____
<input checked="" type="checkbox"/> Steve Williamson	<input type="checkbox"/> _____
<input type="checkbox"/> Gary Manning	<input type="checkbox"/> _____
<input checked="" type="checkbox"/> Bill Condon	<input type="checkbox"/> _____

**2. There was proper proof of notification**

**3. Read and approve the agenda**

Moved by *Marty Brewer*, seconded by *Steve Williamson* approve and accept the agenda. Motion carried.

**4. Read & approve minutes from May 2, May 7 and May 13, 2019 Highway Committee Meetings**

Moved by *Marty Brewer*, 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: \$173,758.59. Pre-paid bills were \$234,741.85. Moved by *Larry Sebranek*, seconded by *Steve Williamson* to approve vouchers for payment. Motion carried.

**6. Introduction of Interim Commissioner**

Josh Elder was introduced to the Highway Committee.

**7. Review of State RMA List 2019 and Discussion of Rutfill DMA**

Rutfill DMA that is coming up and currently the Highway Department has put down 500 ton on State roads and the Department has prepaid for an additional 100 ton. State highways 60, 56 and 171 and hopefully some of highway 80 south will be paved this year. The Commissioner would like Committee approval to sign the DMA. Moved *Larry Sebranek* to approve and sign the DMA, seconded by *Steve Williamson*. Motion carried.

**8. Discussion on Oversized Permits**

The current Highway Oversized permit needs updating. The Commissioner would like the ordinance to mirror the Wisconsin State Statutes. The County will not be putting any signs up pertaining to this fee. Once the ordinance is passed any revenue generated from this fine should be put towards the County or State funds. Moved by *Larry Sebranek*, seconded by *Steve Williamson* to mirror the Wisconsin State Statutes for this fee. Motion carried

**9. Update and Discussion of the County Highway Y Project**

Continuing to work with Jewell Associates on the County Highway Y Project. Jewell Associates is handling everything to finish this project. The Highway Department is working to close out the open permit with the DNR on this project. To close out and complete this there are several culverts left to put in as well as cutting and re-sloping a bank. The plan is to complete these tasks within the next two months. This is to handle the erosion control on the County Highway Y project for the DNR. Milling and paving for 2020 would be the last steps to finish up the project. The funding and expenses are right on track and there should be no additional cost on our maintenance fund.

**10. Discuss County Highway O Project and Review and Approve Application**

Interim Josh Elder discussed with the Committee that after talking with the Wisconsin DOT that the Highway Department can split the County Highway O Project into 3 small sub projects. Thus reducing the financial impact to the County all at one time. It was suggested to have the Highway Department call our Federal representative to ask for an extension to keep this project moving forward. Looking for Approval from the Board to continue forward with this plan and project.

**11. Discuss Tri-County Regional Airport Flooding Issues**

At the next Tri-County Airport Committee meeting they will be discussing the flooding issues and suggesting solutions. Jewell Associates expressed interested in working on this flooding issue if the other counties would be interested. This agenda item will be discussed at a future date.

**12. Discuss Symons Rec. Parking Lot**

At the last Symons Natatorium meeting the Committee had decided that they will no longer be paying the remaining balance of the bill to the Highway Department for paving the parking lot.

**13. Discuss Office Copier Purchase**

It was discussed with the Committee that the current office copier is getting worn out and should be considered for replacement. The Commissioner had gotten a quote from Rhyme for a new office copier for an estimated amount of \$3,500 with a monthly service fee of around \$45. Moved by *Steve Williamson*, seconded by *Larry Sebranek* to approve the purchase of a new office copier. Motion carried

**14. Discuss and Approval for Radio Purchase**

The Highway Department was offered to purchase hand radios from the Ithaca First Responders. These radios usually cost around \$400 each but are being offered for \$100 each. All of these handheld radios have been reprogrammed by the Sheriff's Department and are ready for use. The radios are used for flagging or for emergency purposes for communication. Moved by *Larry Sebranek*, seconded by *Steve Williamson* to accept the purchase of these radios. Motion carried

**15. Review and Approve Permanent Full-Time Status for Dave Adelman**

Commissioner is looking for Committee approval to move Dave Adelman to full-time permanent status. Moved by *Marty Brewer*, seconded by *Steve Williamson* to Move Dave Adelman to full-time permanent status. Motion carried

**16. Discussion of Interim Commissioner's Comp Time**

The question brought forth to the Committee is whether or not the acting Interim Commissioner is able to use or build comp time during this period. The wage for Interim Commissioner is at his current wage as Sign Foreman and was not raised to commissioner status at this time. The Committee felt that if this interim position is active for more than 6 months that the Interim should get compensated for the time and job performed. Moved by *Larry Sebranek*, seconded by *Steve* approved the Interim Commissioner, Josh Elder, to continuing to build and use Comp time. Motion carried

**17. Discuss and Approve LFA for Bridge on County Highway KK**

LFA is a 100% DOT funded pilot program for bridge strengthening. The bridge located on County Highway KK is currently posted because of failure of 3 girders at this time. Wisconsin DOT expedited this LFA application through with the suggestion to re-deck the County Highway KK Bridge with a wooden structure fixing the girder issue for this low traffic bridge. This will only take about a week to replace for around \$70,000-\$80,000. The County Highway KK Bridge has been approved to proceed, just waiting on final approve from the DOT at this time. Moved by *Steve Williamson*, seconded by *Larry Sebranek* to proceed with the LFA funding for Highway KK. Motion carried

**18. Review and Approve Letter of Resignation from Pedro Perez**

Moved by *Marty Brewer*, seconded by *Larry Sebranek* to accept the resignation letter of Pedro Perez. Motion carried

**19. Discuss Updating or Replacing the Lowboy Trailer**

With the Highway Department recently upgrading to a larger paver and bigger dozer, the Highway Commissioner would like the Highway Committee to consider updating the current Lowboy trailer. An updated Lowboy trailer would allow the Highway Department to haul anything in the Highways current fleet. As it sits now, when moving the larger upgraded paver, the tracks hang over the trailer which is a concern. The Highway Department is looking to trade in the current Lowboy trailer for an estimated trade-in value of \$25,000 leaving the cost for a new trailer around \$37,500. The upgrade of this trailer would save the Highway Department the expense of having to call a town company, giving the Department the ability to haul their own equipment. This upgrade would move the Highway Department beyond the current machinery budget. The Highway Commissioner is seeking Committee approval to make this purchase and exceed the Machinery Budget. The Committee would like the Highway Commissioner to contact the County Clerk about the process for exceeding the budget before getting approval for this trade-in/purchase.

**20. Discuss and Approve Obtaining a Credit Card for the Highway Department**

Moved by *Steve Williamson*, seconded by *Marty Brewer* to approve the Highway Department to obtaining and use a credit card. Motion carried

**21. Commissioner's report**

- a. **State-** Currently working on paving projects. The state will start mowing around June 24<sup>th</sup> then safety and urban mowing upkeep after that per DOT state approval. The state will also work on patching.
- b. **County-** The County crews are wrapping up County Highway Y project. The County will also be working on section work, mowing, crack sealing, ditching and culvert repair.
- c. **Township-** Limited, if any, township work at this time.

**22. Move into Close Session 19.85(1)(c) of the Wisconsin State Statutes to Review Applications for Commissioner and Set Up Date & Time for Interviews**

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

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

**Other Business**

Wheel tax takes effect in September of 2019.

The next regular Highway Committee meeting will be held, **Wednesday, July 3<sup>rd</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 11:15 a.m.

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