

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**
120 Bowen Circle, Richland Center, WI 53581
OFFICE PHONE (608) 647-4707
FAX (608) 647-3231

ROGER PETRICK
 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 5, 2019
MINUTES

The Regular Highway Committee meeting of December 5, 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"/> <u>Cerresa Rose</u> |
| <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"/> Gary Manning | <input type="checkbox"/> _____ |
| <input checked="" type="checkbox"/> Roger Petrick | <input type="checkbox"/> _____ |

2. There was proper proof of notification

3. Read and approve the agenda

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

4. Read & approve minutes from November 7, 2019, & November 19, 2019 Highway Committee Meetings

Moved by *Gary Manning*, seconded by *Marty Brewer* to approve and accept the minutes as read. Motion carried.

5. Review voucher listing and approve for payment

Total amount for unpaid bills: \$64,301.91 Pre-paid bills were \$146,653.30 Moved by *Larry Sebranek*, seconded by *Gary Manning* to approve vouchers for payment. Motion carried.

6. Discussion about a Sand Shed

The Highway Commissioner Roger Petrick discussed with the Highway Committee that the salt and sand pile is going to need to meet the DNR’s requirements for better containment to prevent salt from leaching out of the sand and into the ground. Commissioner Roger would like to look into building a paved slab with concrete or precast bunker walls and a tarp cover top. This would save time and labor of Highway employees having to cover and uncover the pile as it is used throughout the year. The estimation for this building would be around \$100,000. Highway Committee members Larry Sebranek and Marty Brewer suggested budgeting this in the long-term building plans. Committee member Gary Manning had a preference and would prefer the Highway Department look into the precast walls. The Highway Committee would also like to see this containment bunker done in phases. This will be on an agenda and discussed again at a later date.

7. Discuss New Office Flooring

Commissioner Roger Petrick wanted the Highway Committee to be aware of how stained the carpet in the office and conference areas are and after 20 years it should be considered for replacement. Commissioner Roger explained that some Highway employees would be recruited install the new flooring to save cost and that the replacement process can be installed in phases.

8. Update on Equipment Schedule

Commissioner Roger Petrick looked into equipment leasing verses purchasing a new track excavator and shared his findings with the Highway Committee. Roger explained that leasing would also include a warranty for equipment maintenance. The Commissioner also informed the Highway Committee that the Highway Department is now a member through Sourcewell, which allows the Highway Department to save money on purchasing and leasing of equipment. The Highway Committee would like Roger to research more into what budget accounts leasing impacts as well as the financial impacts of leasing verses purchasing.

9. Tri-County Airport Update

There will be an airport meeting Friday December 6 to discuss the status of the airport project as well as the financial situation with current bills and funding. Commissioner Roger Petrick discussed that State Senator Howard Marklein has also been asked to be involved in helping find and fund a long-term solution.

10. Campus Bridge Update

Currently the Highway Department is waiting on the UW Campus to release ownership of the campus bridges. Once these bridges have been released it will be put on the agenda for the City of Richland to discuss inspections and replacements or repairs.

11. Discuss Bridge Inspections

It was brought to the Highway Committee's attention that the Highway Commissioner will not have time to allow him to conduct bridge inspections in-house at this time. Commissioner Roger suggested to the Highway Committee to continue with services through Westbrook for the time being. The Commissioner discussed possible future training of an employee of the Highway Department to complete the extensive bridge inspection certification to continue to keep this service in-house in the future. Marty Brewer made a motion and Gary Manning seconded to approve continuing services Westbrook for bridge inspections. Motion carried.

12. Discuss County Patrol Superintendent Position

Commissioner Roger Petrick would like the Highway Committee to consider creating and hiring a County Patrol Superintendent. This position would allow the Commissioner more time to focus on projects as well bridge inspections, attend meetings and complete tasks. This new position would be state partially state compensated in the same way that the current position of State Patrol Superintendent is. The impact to the County will depend on how the position is contracted with the state. Details for this position need to be worked out such as making it a salary position, work vehicle provided, etc. The creation of this position would be posted with the Highway Committee conducting interviews. Also with the creation of this position the Highway Department will have the opportunity to go through a slight restructure. Larry Sebranek made a motion and Gary Manning seconded to have the Highway Commissioner take the position proposal to Carlson Dettmen and to work out the details and work description before an official motion is made. Motion carried.

13. Discuss 5 Year Plan

The Highway Committee was presented with the Highway Departments 5 year plan. Larry Sebranek made a motion and Marty Brewer seconded to approve the 5 year plan that was presented. Motion carried.

14. County Highway O Update

Highway Commissioner Roger discussed with the Highway Committee that the plan for the Highway O project has gone past its deadline date and currently the state will be denying any more project or engineering costs. Roger has been meeting with SEH about the final engineering costs and a few minor changes are being made to the final plan to cut costs and get this project completed.

15. Commissioner's report

- a. **State-** Salt brine has been made and storage tanks have been filled. Patching on STH 171 and STH 80 south has been completed. Some ditching on the 4 lanes and STH 130 has been done. All employees attended in-house flagger training. Crews have been busy snow plowing as needed.

- b. **County-** Ditching, patching and sign work have been done. County crews mixed sand to prepare for winter and have been working on brushing. All employees attended an in-house flagger training. Crews have been busy snow plowing as needed.
- c. **Township-** Attended in-house flagger training. Snow plowing as needed. Minimal work on township roads at this time.

Other Business

Commissioner Roger offered the Highway Committee a chance to register and attend the 3-day Winter Conference held in Wisconsin Dells before the final registration deadline passes. Highway Committee member Gary Manning would like to be registered and attend the 3-day conference with the Highway Commissioner.

The next regular Highway Committee meeting will be held, ***Friday, January 3rd, 2020 @ 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 10:45 a.m.

_____ Marty Brewer - Secretary