

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
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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

February 6, 2020
MINUTES

The Regular Highway Committee meeting of February 6, 2020 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:

- | | |
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| <input checked="" type="checkbox"/> Buford Marshall
<input checked="" type="checkbox"/> Marty Brewer
<input checked="" type="checkbox"/> Larry Sebranek
<input checked="" type="checkbox"/> Steve Williamson
<input checked="" type="checkbox"/> Gary Manning
<input checked="" type="checkbox"/> Roger Petrick | <input checked="" type="checkbox"/> <u>Cerresa Rose</u>
<input type="checkbox"/> _____
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2. There was proper proof of notification

3. Read and approve the agenda

Moved by *Larry Sebranek*, seconded by *Gary Manning* approve and accept the agenda. Motion carried.

4. Read & approve minutes from January 3, 2020 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: \$73,094.28 Pre-paid bills were \$126,936.63 Moved by *Larry Sebranek*, seconded by *Gary Manning* to approve vouchers for payment. Motion carried.

6. UW Campus Bridges Update

Commissioner Roger Petrick updated the Highway Committee about the bridges located at the UW Campus and stated that the Campus has released the ownership of the bridges to the City. It has been brought up in discussion about what department should be responsible for the survey cost. The survey needs to be completed of the area before any work on the bridges can start. The Highway Committee suggested that the cost should come out of the Campus Operating Fund. Moved by *Larry Sebranek*, seconded by *Gary Manning* to take the money out of the Campus Operating Fund for the cost of the campus area bridge survey. Motion carried.

	FOR	AGAINST
Buford Marshall	X	
Marty Brewer	X	
Larry Sebranek	X	
Steve Williamson	X	
Gary Manning	X	

7. Discuss Tri-County Airport

Commissioner Roger Petrick informed the Highway Committee that Iowa County has withdrawn and passed a resolution to no longer be involved with the Tri-County Airport. The Highway Committee has had discussion of possibly following Iowa County but is currently concerned with keeping CTH JJ from future flooding. The Highway Committee discussed waiting a month and attending the next Tri-County

Airport meeting before making any final decisions. Commissioner Roger Petrick and brought it to the Highway Committee's attention that Sauk County had submitted a bill to Richland County for ditching and drainage work that they had performed. Gary Manning made a motion not to pay the bill that was submitted from Sauk County. Larry Sebranek seconded the motion. Motion carried.

	FOR	AGAINST
Buford Marshall	X	
Marty Brewer	X	
Larry Sebranek	X	
Steve Williamson	X	
Gary Manning	X	

8. Update on Sand Shed

Commissioner Roger Petrick had obtained more price and design quotes for a future sand shed. These were shared with the Highway Committee. All quotes received so far have been estimated to be around \$400,000 and up. The Highway Committee felt that this needs to be included in next year's County Capital Improvement borrowing plan. A few Highway employees, Highway Committee members and the Highway Commissioner plan on making a visit to the Vernon County Highway Department and reviewing how they constructed their sand shed as well as discussing their pros and cons.

9. MLS Program Update

The Richland County Highway Department has submitted a short section of CTH N into the MLS program. Currently the Highway Department is waiting to hear word back from the State in regards to funds from this program being provided.

10. State 6-Year Plan

The Highway Commissioner presented the Highway Committee with the States 6-year plan on a color coded map for paving, wedging and sealing.

11. Skid Steer Discussion

Simpson's Tractor received and reviewed the offer to purchase the skid steer out right from the Richland County Highway Department. The Highway Department then received a counter offered taking off around \$4,000 of the overage fee to bring a total price of the skid steer around \$26,688. The Highway Commissioner did some research and compared skid steers with comparable hours and this offer seemed within reason. Moved by Marty Brewer, seconded by *Larry Sebranek* to approve and purchase the skid steer for \$26,688 and discontinue the rental contract with Simpson's Tractor. Motion carried.

	FOR	AGAINST
Buford Marshall	X	
Marty Brewer	X	
Larry Sebranek	X	
Steve Williamson	X	
Gary Manning	X	

12. Approve Probationary Status to Full-Time Status of Employee

Moved by *Gary Manning*, seconded by *Larry Sebranek* to approve full-time status of Ron Starr. Motion carried.

13. Medical Leave of Absence Update

Finance Committee had approved the medical leave of absence for an employee that has been with the Highway Department less than six months. Larry Sebranek made a motion to approve medical leave of absence for a Highway employee who has not completed their probationary period but has medical necessity for a short absence. Gary Manning seconded. Motion carried.

	FOR	AGAINST
Buford Marshall	X	
Marty Brewer	X	
Larry Sebranek	X	
Steve Williamson	X	
Gary Manning	X	

14. Discuss Grant/Contract Approval

This discussion item was also previously brought up and discussed at the Finance and Personnel Committee meeting. The Highway Committee would like to gain clarification on its right to do fund matching with grants and/or contracts. This would pertain to money involved with funds from the General Fund and not what is in the Highways Budgeted Funds. The Highway Committee will try to get more information and clarification about this discussion item.

15. Discuss and Review Financial Report

The Highway Committee was presented with Highway Department Financial Reports for the year-end of 2019. GTA (General Transportation Aid) was discussed as well as the revenue that has been received for the wheel tax which is around \$78,000 and was only implemented about 6 months ago.

16. Commissioner's report

- a. **State-** 11 winter snow and 1 freezing rain call out. Tree cutting, brushing and fixing guard rail. State crews have also been patching the 4 lanes as well.
- b. **County-** 11 winter snow and 1 freezing rain call out. County crews have also been brushing, patching and ditching. Updating signs as needed.
- c. **Township-** 11 winter snow and 1 freezing rain call out. Minimal work with the township and plowing snow as it comes. TRIP funding has been approved.

Other Business

Future discussion item – The Highway Department would like to look into the use of a utility permit as well as the requirements and guidelines to enforce one.

The next regular Highway Committee meeting will be held, **Friday, March 6th, 2020 @ 9:00 a.m.**

Motion to adjourn the meeting by *Gary Manning*, seconded by *Larry Sebranek*. Motion carried.

Chairman Buford Marshall adjourned the meeting at 10:15 a.m.

_____Marty Brewer - Secretary