

**HIGHWAY COMMITTEE**  
**STEVE WILLIAMSON – CHAIRMAN**  
 17998 State Hwy 60, Blue River  
**GARY MANNING– V. CHAIRMAN**  
 27321 Manning Ln., Richland Center  
**KERRY SEVERSON–SECRETARY**  
 2250 US Hwy 14 E, Richland Center  
**CHAD M, COSGROVE**  
 1513 Rainbow Dr., Richland Center  
**MARC COUEY**  
 23372 Bomkamp Rd., Muscoda, WI

**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**  
 State Patrol Superintendent  
 Cell Phone#608-604-7623  
**DERRICK BROWN**  
 County Patrol Superintendent  
 Cell Phone #608-475-0032  
**LISA MUELLER**  
 Bookkeeper  
**CERRESA NIMOCKS**  
 Office Clerk  
**GLEN NIEMEYER**  
 Parts Clerk

**RICHLAND CO. HIGHWAY COMMITTEE MEETING**

July 8, 2020  
**MINUTES**

The Regular Highway Committee meeting of July 8, 2020 was called to order at 5:33 p.m. by Chairman Steve Williamson, in the Conference Room at the Richland County Highway Shop, 120 Bowen Circle, Richland Center, WI 53581.

Present were:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Marc Couey       | <input checked="" type="checkbox"/> Cerresa Nimocks |
| <input checked="" type="checkbox"/> Kerry Severson   | <input type="checkbox"/> Clinton Langreck           |
| <input checked="" type="checkbox"/> Chad Cosgrove    | <input type="checkbox"/> _____                      |
| <input checked="" 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 *Chad Cosgrove*, seconded by *Gary Manning* approve and accept the agenda. Motion carried.

**4. Read & approve minutes from June 3, June 9, & June 23, 2020 Highway Committee Meetings**

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

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

Total amount for unpaid bills: \$215,558.02. Pre-paid bills were \$259,023.68. Moved by *Gary Manning*, seconded by *Chad Cosgrove* to approve vouchers for payment. Motion carried.

**6. Approve Probationary Status to Full-Time Status of Employee**

Moved by *Kerry Severson*, seconded by *Gary Manning* to approve Dave Havlik to full time status. Motion carried.

	FOR	AGAINST
Steve Williamson	X	
Gary Manning	X	
Kerry Severson	X	
Chad M. Cosgrove	X	
Marc Couey	X	

**7. Discuss Utility Permits**

Commissioner Roger Petrick discussed with the Highway Committee that the Highway Department would like to implement a utility permit to cover work being done near or in the area of the Highways right of way. This permit would pertain more towards companies that install utility lines such as telephone or cable. The Highway Department would like to implement a \$50 fee to cover the administrative fees associated with the utility permit. Moved by *Chad Cosgrove*, seconded by *Gary Manning* to approve \$50 fee for Highway Department utility permits with the stipulation that Commissioner Roger Petrick and Administrator Clinton Langreck will work out details to finalize the permit. Motion carried.

	FOR	AGAINST
Steve Williamson	X	
Gary Manning	X	
Kerry Severson	X	
Chad M. Cosgrove	X	
Marc Couey	X	

### 8. **Comp Time Discussion**

Highway Commissioner Roger Petrick discussed that currently the Highway Department employees are able to bank a maximum of 24 hours of comp. Roger would like to raise the comp max to 40 hours to be banked. Moved by *Marc Couey*, seconded by *Chad Cosgrove* to raise the comp hour banked from 24 hours to 40 hours for the Highway Department and take the agenda item to the Finance and Personnel Committee. Motion carried.

	FOR	AGAINST
Steve Williamson	X	
Gary Manning	X	
Kerry Severson	X	
Chad M. Cosgrove	X	
Marc Couey	X	

### 9. **Equipment Update**

Commissioner Roger had discussed with the Highway Committee where the Highway Department is currently sitting with equipment purchased in 2020 vs what was budgeted. The Commissioner discussed the interest in purchasing a new half-ton pick-up and will be shopping around. It was also discussed with the Highway Committee that the Highway Department would like to look into possibly leasing a new tractor to run mower attachments that the Department currently has. Moved by *Marc Couey* seconded by *Gary Manning* to approve the Highway Commissioner to start shopping locally for a new half-ton, V8, pickup truck and to start gathering information for leasing a new tractor. Motion carried.

	FOR	AGAINST
Steve Williamson	X	
Gary Manning	X	
Kerry Severson	X	
Chad M. Cosgrove	X	
Marc Couey	X	

### 10. **Update on County Highway Y Project**

Monday the base will be done and if weather cooperates the project should be another 4 days until completing the top coat. Then the Highway Department will fill gravel driveway areas and the County Y project will be completed.

### 11. **Review Gault Hollow Bridge**

The Highway Department will be contracting with MSA to work on Gault Hollow Bridge. Design should be completed in 2021 and the build should be completed in 2022. Payment is pre-established by the State and everything is overseen by the DOT. *Chad Cosgrove* made a motion, *Gary Manning* seconded to approve and sign the contract with MSA. Motion carried.

	FOR	AGAINST
Steve Williamson	X	
Gary Manning	X	
Kerry Severson	X	
Chad M. Cosgrove	X	
Marc Couey	X	

### 12. **Update on the County Highway O Project**

County Highway O paving has been completed. Currently waiting on lines to be painted.

**13. Tri-County Airport Update**

Chairman Steve Williamson and Commissioner Roger Petrick discussed some information that was brought up at a recent Tri-County Airport meeting held with landowners that they had attended. The Tri-County Airport had discussed different plans to possibly use drain-tile or dig a ditch and run tubing to help remove the excess water from the airport area. This is an ongoing discussion at this time.

**14. Commissioner's report**

- a. **State-** Crack filled on State Highway 14, sprayed vegetation on guardrail, State Highway 56 box culvert replacement, patching and tree cutting as needed.
- b. **County-** Started mowing. Tree cutting in various locations. Pulverizing and signing on Y. culvert replacement. Bridge replacement on Q.
- c. **Township-** Patching as needed.

**Other Business**

The next regular Highway Committee meeting will be held, **Wednesday, August 5<sup>th</sup>, 2020 @ 5:30 p.m.**

Motion to adjourn the meeting by *Gary Manning*, seconded by *Chad Cosgrove*. Motion carried.

*Chairman Steve Williamson* adjourned the meeting at 7:40 p.m.

\_\_\_\_\_ Kerry Severson - Secretary