

**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*  
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**ROGER PETRICK**  
 Highway Commissioner  
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**ROGER GANDER**  
 State Patrol Superintendent  
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**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**

November 4, 2020  
**MINUTES**

The Regular Highway Committee meeting of November 4, 2020 was called to order at 5:30 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 type="checkbox"/> Marc Couey       | <input type="checkbox"/> Clinton Langreck |
| <input type="checkbox"/> Kerry Severson   | <input type="checkbox"/> _____            |
| <input type="checkbox"/> Chad Cosgrove    | <input type="checkbox"/> _____            |
| <input type="checkbox"/> Steve Williamson | <input type="checkbox"/> _____            |
| <input type="checkbox"/> Gary Manning     | <input type="checkbox"/> _____            |
| <input 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 *Marc Couey* approve and accept the agenda. Motion carried.

**4. Read & approve minutes from the October 7 & October 14, 2020 Highway Committee Meetings**

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

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

Total amount for unpaid bills: \$45,695.16 Pre-paid bills: \$162,767.50. Moved by *Chad Cosgrove*, seconded by *Gary Manning* to approve vouchers for payment. Motion carried.

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

Motion: Moved by *Gary Manning*, seconded by *Marc Couey* to move into closed session. Motion carried.

Motion: Moved by *Gary Manning*, seconded by *Marc Couey* to return to open session. Motion carried.

Motion: Moved by *Gary Manning*, seconded by *Chad Cosgrove* in backing and supporting the Highway Commissioner’s disciplinary action of a County Highway employee.

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

**7. Review Applications and Set Interview Date**

Motion moved by *Marc Couey*, seconded by *Gary Manning*

To set up interviews with five candidates for the open equipment operator/patrolman position on Wednesday November 11, 2020 starting at 5:30 p.m. Motion Carried

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

**8. Equipment Update Discussion**

The Richland County Highway Department had listed multiple items on the Wisconsin Surplus auction website. The Highway Committee received and reviewed bids from Jones and Fillback for a new pickup truck. Motion made by *Gary Manning*, seconded by *Chad Cosgrove* to accept a bid from Fillback Ford for purchasing a Dodge pickup for \$29,648.50. Motion carried.

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

**9. Discuss Emergency Medical Leave of Absence of One Full-Time Employee**

The Highway Committee discussed a County Highway employee that was injured in a non-worked related incident and is seeking approval for FMLA since the employee has not been employed by the Highway Department for a full year yet. Motion made by *Gary Manning*, seconded by *Chad Cosgrove* to approve FMLA for employee. Motion carried.

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

**10. Review and Approve 2021 RMA**

The Highway Committee discussed the 2021 Routine Maintenance Agreement(RMA) from the State DOT. This is for reimbursement of work to be done in the year 2021. Motion made by *Gary Manning*, seconded by *Mark Couey* to approve the RMA agreement for 2021. Motion carried.

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

**11. Discuss Winter Road School**

The Highway Commissioner discussed with the Highway Committee that the Winter Road School usually takes place in January at Chula Vista but due to COVID and everything that has been going on in 2020 it has been decided to move the Winter Road School to the end of February. More information will be discussed at a later date as it become available.

**12. Review and Discuss County Grass Mowing**

The Highway Commissioner informed the Highway Committee that a County Employee had been designated to mow all county properties and keep track of time and cost. This was done to see if this would be a cost savings to other County departments. No action will be taken at this time.

**13. Sand Shed Discussion**

The Highway Committee discussed a sand shed and what it would cost for a new building. It was suggested by Committee member Gary Manning to set up a tour of a similar building on CTH A to get a

better idea of what specifics are needed. A motion was made by *Chad Cosgrove*, seconded by *Marc Couey* to have Gary Manning set up a property tour on CTH A for Wednesday November 11, 2020 at 4:00 p.m. Motion carried.

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

**14. Commissioner's report**

- a. **State-** State crews worked on patching, installed drain tile, fixed guardrail, rip rapped, sealed bridge approaches, ditching, and got all State trucks ready for winter plowing.
- b. **County-** County crews are mowing, patching, culvert replacement, ditching, wedging on CTH I, stripped sand pit, removed fences and hauled sand.
- c. **Township-** Changed a culvert out.

**Other Business**

The next regular Highway Committee meeting will be held, **Wednesday, December 9<sup>th</sup>, 2020 @ 5:30 p.m.**

Motion to adjourn the meeting by *Chad Cosgrove*, seconded by *Marc Couey*. Motion carried.

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

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