

**RICHLAND COUNTY
 HIGHWAY DEPARTMENT**
 120 Bowen Circle, Richland Center, WI 53581
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Meeting of the Richland County Highway Committee

April 13, 2022

Minutes

The Regular Highway Committee meeting of April 13, 2022 was called to order at 5:33 p.m. by Chairman Steve Williamson, in the Conference Room at the Richland County Highway Department, 120 Bowen Circle, Richland Center, WI 53581.

Roll Call:

	Present	Absent		Present	Absent	Guests
Steve Williamson	✓	□	Marc Couey	✓	□	Lonnie Hach
Gary Manning	✓	□	Josh Elder	✓	□	Dave Havlik
Kerry Severson	✓	□	Lisa Mueller	✓	□	
Chad M. Cosgrove	✓	□				

2. There was proper proof of notification

3. Read & Approve the Agenda

Moved by Kerry Severson, seconded by Gary Manning to approve and accept the agenda. Motion carried.

4. Read & Approve Minutes from the March 9, 2022 Highway Committee Meeting

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

5. Review Voucher Listing & Approve for Payment

Total amount for unpaid bills: \$120,608.01 Pre-paid bills: \$243,127.64. Moved by Gary Manning, seconded by Marc Couey to approve vouchers for payment. Motion carried.

6. Bid Opening – Two Truck Body and Equipment Builds– Review & Award Bid

COMPANY	TOTAL COST [X1 TRUCK]	TOTAL COST [X2 TRUCKS]
UNIVERSAL TRUCK EQUIPMENT	\$162,797	\$325,594
MONROE TRUCK EQUIPMENT	\$191,408	\$382,816

Motion: Moved by Gary Manning, seconded by Marc Couey to award the bid for two truck body and equipment builds to Universal Truck Equipment for a total of \$325,594. The acceptance of this bid from Universal comes with a stipulation that the Highway Department can re-evaluate or re-bid in January of 2023.
 Motion carried.

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

7. Bid Opening – Cold-in-Place Recycled Asphalt – Review & Award Bid

COMPANY	PROJECT	TOTAL COST
WK CONSTRUCTION	CTH E [STH 60 TOWARDS BASSWOOD RD.]	\$237,693
	3.1 MILES	

Motion: Moved by Chad Cosgrove, seconded by Kerry Severson to award the cold-in-place recycled asphalt bid to WK Construction for the total cost of \$237,693.00. Motion carried.

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

8. Bid Opening – Seal Coating Aggregate – Review & Award Bid

COMPANY	PROJECT	TOTAL COST
FAHRNER ASPHALT	3718 TONS DELIVERED	\$18.85/TON

Discussion: Cost comparison of Pink Lady: \$18.85 per ton vs. \$12.50 per ton for limestone chips hauled to the Highway Shop location. The life expectancy for a road that is treated with washed quartz is much greater than a road that has only been treated with regular limestone chips.

Motion: Moved by Gary Manning, seconded by Kerry Severson to award the bid for seal coating aggregate [Pink Lady] to Fahrner Asphalt at a price of \$18.85/Ton. Motion carried.

	FOR	AGAINST		FOR	AGAINST
Steve Williamson	✓	<input type="checkbox"/>	Chad M. Cosgrove	✓	<input type="checkbox"/>
Gary Manning	✓	<input type="checkbox"/>	Marc Couey	✓	<input type="checkbox"/>
Kerry Severson	✓	<input type="checkbox"/>			

9. Workforce – Shop Superintendent Position –Discussion

Discussion: Carlson Dettman has created the position of Shop Superintendent with recommended starting pay at grade J.

Motion: Moved by Gary Manning, seconded by Marc Couey to accept the newly created position of Shop Superintendent at pay grade J with further approval from the entire Highway Committee to proceed forward with the necessary steps to complete the new position. Motion carried.

	FOR	AGAINST		FOR	AGAINST
Steve Williamson	✓	<input type="checkbox"/>	Chad M. Cosgrove	✓	<input type="checkbox"/>
Gary Manning	✓	<input type="checkbox"/>	Marc Couey	✓	<input type="checkbox"/>
Kerry Severson	✓	<input type="checkbox"/>			

10. Parts Room – Inventory Management – Discussion

Discussion: The Highway Commissioner informed the Highway Committee that there is interest in updating the parts room with a digital/bar coding system to help improve inventory management and increase efficiency.

11. Equipment – Brine Maker [High Capacity] – Review & Discuss

Discussion: 2 competitive bids were solicited for review & discussion. The high capacity brine maker is 100% reimbursed by State funds and will be installed and operational by the next winter season.

COMPANY	TOTAL COST
CASPER[HENDERSON]	\$117,215.00
VARITECH	\$147,044.88

Motion: Moved by Marc Couey, seconded by Chad Cosgrove to award the bid for the High Capacity Brine Maker to Casper for the total cost of \$117,215. Motion carried.

	FOR	AGAINST		FOR	AGAINST
Steve Williamson	✓	<input type="checkbox"/>	Chad M. Cosgrove	✓	<input type="checkbox"/>
Gary Manning	✓	<input type="checkbox"/>	Marc Couey	✓	<input type="checkbox"/>
Kerry Severson	✓	<input type="checkbox"/>			

12. Equipment – Tractor Lease – Review & Discuss

Discussion: Utilized Sourcewell to lease a Case IH 125.

Motion: Moved by Gary Manning, seconded by Kerry Severson to approve the lease agreement for a Case IH 125 presented by Sourcewell at the following lease terms:

- ✓\$95,394.00 Total lease cost
- ✓5-year lease agreement
- ✓\$1.00 buy-out option [at end of lease]
- ✓\$22,512.00 Annual yearly lease payments. Motion carried.

	FOR	AGAINST		FOR	AGAINST
Steve Williamson	✓	<input type="checkbox"/>	Chad M. Cosgrove	✓	<input type="checkbox"/>
Gary Manning	✓	<input type="checkbox"/>	Marc Couey	✓	<input type="checkbox"/>
Kerry Severson	✓	<input type="checkbox"/>			

9. Employee Status – Probationary Status to Full-Time for 2 Patrolmen – Review & Approve

Motion: Moved by Kerry Severson, seconded by Chad Cosgrove to approve probationary status to full-time status of patrolmen Mark Clark & Chris Shelton. Motion carried.

	FOR	AGAINST		FOR	AGAINST
Steve Williamson	✓	<input type="checkbox"/>	Chad M. Cosgrove	✓	<input type="checkbox"/>
Gary Manning	✓	<input type="checkbox"/>	Marc Couey	✓	<input type="checkbox"/>
Kerry Severson	✓	<input type="checkbox"/>			

13. **Commissioner's report**

- a. **State-** State crews are currently brushing and patching, as well as maintaining winter readiness.
- b. **County-** County crews have also been maintaining winter readiness as well as brushing, patching and shouldering.

Other Business

-Equipment – Grapple Bucket: The Highway Department would also like to make the purchase of a grapple bucket. Solicited bids from 3 vendors.

COMPANY	TOTAL COST
HOMESTEADERS	\$5,257
ST. JOSEPH'S	\$4,000
SIMPSON'S TRACTOR	\$4,175

Motion: Moved by Marc Couey, seconded by Gary Manning to purchase a grapple bucket from St. Joseph's for the amount of \$4,000. Motion carried.

	FOR	AGAINST		FOR	AGAINST
Steve Williamson	✓	<input type="checkbox"/>	Chad M. Cosgrove	✓	<input type="checkbox"/>
Gary Manning	✓	<input type="checkbox"/>	Marc Couey	✓	<input type="checkbox"/>
Kerry Severson	✓	<input type="checkbox"/>			

The next regular Highway Committee meeting has not been scheduled at this time.

Motion to adjourn the meeting by Kerry Severson, seconded by Chad Cosgrove. Motion carried.

Chairman Steve Williamson adjourned the meeting at 7:00 p.m.

Minutes taken by Lisa Mueller