

Columbia County Highway Committee

Minutes

March 7, 2019

Present: Chair Jim Foley, Supervisors Bob Koch, Craig Robson and JoAnn Wingers

Also in Attendance: County Board 1st Vice Chair Dan Drew, Craig Steingraeber, Mark Zimmerman, Shonna Neary, Don Nichols, John Trapp, Cody Churchill from Kraemer Company, Rachel Yates from H.G. Meigs, Dustin Preble from D.L. Gasser, Tim Krueger from Grande Cheese, Larry Waldvogel from Larry Waldvogel Trucking, Inc., Mike Bonin from Grande Cheese, Glen Fischer from Grande Cheese, Joe Bass from Fahrner Asphalt, Dustin Gradel from Tri-County Paving, Inc. and Mark Wisinski from Swiderski Equipment

Chair Foley called the meeting to order at 8:30 a.m. The meeting was properly noticed and published.

Approval of Agenda

Motion by Wingers, second by Koch to approve the agenda. Motion carried.

Approval of Minutes

Motion by Robson, second by Koch to approve Highway Committee minutes of January 3, 2019 and January 24, 2019. Motion carried.

Approval of Vouchers

The committee reviewed the voucher report detailing payments made from December 20, 2018 through February 27, 2019. Zimmerman provided input regarding some of the uncommon expenses.

Motion by Wingers, second by Koch to approve the vouchers for a total of \$1,115,346.19. Motion carried.

Bid and Proposal Opening

Bids for asphalt materials and sealcoat oil, gravel materials, road pulverization and salt dome roof replacements were opened and read aloud. Bids will be tabulated and posted on DemandStar. Awards will be determined at the April 4, 2019 Highway Committee meeting.

CTH K Driveway Variance

In preparation of a resurfacing project this summer on CTH K, the county approached John Trapp about his existing driveway. Mr. Trapp requested a few minor adjustments which require variance approval.

Motion by Robson, second by Wingers to approve replacing Mr. Trapp's driveway 210 feet from the nearest intersection instead of the required 300 feet; with a maximum width of 50 feet instead of the allowable 40 feet. Motion carried.

CTH J Driveway Variance

Motion by Koch, second by Wingers to table topic until a future Highway Committee meeting. Motion carried.

Spring Load Limits

Representatives from Grande Cheese and Larry Waldvogel Trucking presented concerns regarding the impact of seasonal weight limit restrictions. Discussed options on how to safely and efficiently dispose of waste products onto local fields without damaging roads.

Motion made by Foley, second by Robson to recommend that all parties involved continue to work with Hardy on any load/weight restriction matters. Motion carried; Wingers excused.

Appoint Vice Chair of Highway Committee

Motion made by Foley, second by Wingers to appoint Bob Koch as Vice Chair of the Highway Committee. Motion carried.

Work Zone Safety Awareness Week Resolution

The Wisconsin Highway Association has asked all 72 counties to pass a resolution for a work zone safety awareness week during the week of April 8-12.

Motion made by Koch, second by Wingers to approve the work zone safety awareness week during April 8-12 resolution and forward to the Board of Supervisors for approval. Motion carried.

Capital Improvement Plan

An updated 2019 capital improvement plan was presented to the Committee.

Award Bids – Tri-Axle and Tandem Truck Accessories

A summary of the tri-axle and tandem truck accessory bids was presented. The Department recommended purchasing two (2) tri-axle truck accessory packages from Burke Truck & Equipment for \$80,175 each. The Department also recommended purchasing one (1) tandem truck accessory package from Burke Truck & Equipment for \$82,460. Burke Truck & Equipment was the lowest bidder for each package that met all specifications. Burke also offers a 1.5% discount for submitting a 50% down payment, which if implemented would result in a cost savings of \$3,642.16.

Motion made by Robson, second by Wingers to approve the purchase of two (2) tri-axle truck accessory packages from Burke Truck & Equipment for a total price of \$160,350 and one (1) tandem truck accessory package from Burke Truck & Equipment for \$82,460 based on the Department's recommendation. Total cost of all three (3) packages is \$242,810 (\$239,167.84 if the 1.5% discount is implemented). Motion carried.

Award Bid - Tractor

A summary of the tractor bids was presented. The Department recommended purchasing one (1) New Holland Model T6.145 Plus tractor from Swiderski Equipment for \$83,125. Swiderski Equipment was the lowest bidder that met all specifications.

Motion made by Wingers, second by Koch to approve the purchase of one (1) New Holland Model T6.145 Plus tractor from Swiderski Equipment for a price of \$83,125 based on the Department's recommendation. Motion carried.

Spring 2019 Auction List

A list of items to go to auction was presented.

Motion by Koch, second by Robson to approve the list of auction items as presented. Motion carried.

State System Projects

Current and planned state system projects within Columbia County were discussed.

County STIP Projects

Reviewed updates, issues and change management requests on all STIP projects.

Informational Sign Ordinance

Concerns regarding informational signs were discussed, including placement and maintenance of the signs.

Motion by Koch, second by Wingers to have a draft Informational Sign Ordinance prepared for discussion at a future Highway Committee meeting. Motion carried.

Policy Handbook Change - Purchase and Use of Safety Equipment

In the past the County has had a policy to supply t-shirts to field employees. Most employees have ample amounts of t-shirts and have requested policy flexibility to include sweatshirts, gloves and long sleeve shirts.

Motion by Koch, second by Robson to modify the current policy so that instead of supplying t-shirts, the County would supply a limited amount of apparel, at the discretion of the Commissioner, at a cost not to exceed \$50 per employee per year.

Highway Security System Upgrades

MIS informed the Department that unsupported software or systems will no longer be allowed on the computer system. The Department is currently having issues with the existing security software and systems. Item will be placed on next month's agenda for further review.

Vacant Position Update

Hardy updated the Committee on the status of filling vacant positions.

Position Replacement Requests – Equipment Operator (1) & Highway Maintenance Worker (1)

Hardy requested replacement of one (1) equipment operator and one (1) highway maintenance worker. The positions have been/will be vacated February 22 and April 1.

Motion made by Koch, second by Wingers to approve the highway maintenance worker and equipment operator position replacement requests. Motion carried.

Safety Items/Worker's Compensation Claims

No new worker's compensation claims reported since the previous meeting.

Highway Department Annual Report - 2018

The Highway Department's 2018 Annual Report was presented. Financial data may change slightly as the 2018 books are still in the process of being closed.

Motion made by Wingers, second by Koch to approve the 2018 Highway Department Annual Report. Motion carried.

Accounting Review

2018 books are in the process of being closed. Year-end 2018 and year-to-date 2019 financials will be presented and reviewed at the April meeting.

Bridge Design Selection Committee and Schedule Meeting

Seven proposals were submitted for review. The committee will meet on March 21, 2019 at 8 a.m. to review the proposals.

Commissioner's Communications


Summary of activities since the last meeting was provided to the Committee. Spring Municipal Meeting will be held April 17, 2019 at 9 a.m.

Adjournment


The Highway Committee will meet on March 21, 2019 at 8 a.m. to review bridge design proposals. The next regularly scheduled meeting will be Thursday, April 4, 2019 at 8:30 a.m.

Motion made by Koch, second by Wingers to adjourn at 10:29 a.m. Motion carried.

Respectfully submitted:



JoAnn Wingers, Secretary



Mark Zimmerman, Recording Secretary

- cc: Highway Committee
County Board Chair Gove
County Board Vice Chair Drew
County Board 2nd Vice Chair Foley
Chris Hardy
Susan M. Moll
Joseph Ruf, III
Susan Fisher
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