

Columbia County Highway Committee

Minutes

April 7, 2016

PRESENT: Chair Harlan Baumgartner, Supervisors Jim Foley, Ken Hutler, JoAnn Wingers, and Teresa Sumnicht.

ALSO IN ATTENDANCE: County Board Chair Vern Gove, County Board Vice Chair Mary Cupery, Chris Hardy, Shonna Neary, Mathew Schneider, Craig Steingraeber, Jeff Brimmer from Kriete Group Madison, John DiNovella from Truck Country, Greg Flanagan from V&H Trucks, Jeff Smith from Burke Truck & Equipment Inc., Hank Wieland from Lakeside International, and Lyn Jerde from the Portage Daily Register.

Chair Baumgartner called the meeting to order at 9:00 a.m. The meeting was properly noticed and published.

AGENDA

MOTION: Motion made by Hutler, second by Foley to approve the agenda as written. The motion was unanimously approved.

MINUTES

MOTION: Motion made by Foley, second by Sumnicht to approve the Highway Committee minutes of March 1, 2016, March 3, 2016 and March 7, 2016. The motion was unanimously approved.

VOUCHERS

The Committee reviewed the voucher report detailing payments made from February 25, 2016 through March 30, 2016. Schneider provided input regarding some of the uncommon expenditures.

MOTION: Motion made by Wingers, second by Hutler to approve the vouchers for a total of \$332,275.13. The motion was unanimously approved.

2016 COUNTY HIGHWAY ROAD MATERIAL BIDS

Hardy presented bid results and recommendations for construction road materials for the CTH J, CTH CM, and CTH M projects.

MOTION: Motion made by Hutler, second by Foley to approve the bids as presented and recommended by Hardy. The motion was unanimously approved.

TRI-AXLE CHASSIS BIDS

Costs proposals for tri-axle chassis bids were opened and read aloud. Equipment specifications had been received and reviewed by Steingraeber prior to the Highway Committee meeting. The lowest bidder that met all specification requirements was V&H Trucks, Inc. The bid was \$124,772 for each tri-axle Western Star chassis. The Highway Department is proposing to purchase two trucks at a cost of \$249,544. Motion was made along with accessory equipment.

TRI-AXLE PLOW TRUCK ACCESSORY EQUIPMENT

Burke Truck & Equipment Inc. was the only vendor that submitted a bid for the tri-axle plow truck accessory equipment. The proposed cost was \$93,255 per unit. The total of the cost proposals from V&H Trucks, Inc. and Burke Truck & Equipment Inc. for two fully equipped tri-axle trucks was \$436,054. These items were budgeted in capital outlay for \$450,000.

MOTION: Motion made by Hutler, second by Foley to approve the cost proposal from V&H Trucks, Inc. for two tri-axle chassis for \$249,544 and the cost proposal from Burke Truck & Equipment Inc. to accessorize the two trucks for an additional cost of \$186,510. Total cost of the trucks is \$436,054. The motion was unanimously approved.

QUAD-AXLE TRUCK BIDS

Bids for four quad-axle trucks with a trade-in credit were opened and read aloud. The Committee and vendors discussed specifics for each model of truck. Hardy requested to table the discussion until the next meeting to allow the department to review the bids.

MOTION: Motion made by Hutler, second by Foley to approve tabling the quad-axle truck bid award until the next Highway Committee meeting. Motion was unanimously approved.

TRENCH COMPACTOR BIDS

Hardy presented four quotes for a new trench compactor. It was recommended to purchase a Wacker DPU 6555 Compactor from Farrell Equipment & Supply Co., Inc. from Madison at a cost of \$13,149.99. The compactor was budgeted in capital outlay for \$15,625.

MOTION: Motion made by Foley, second by Sumnicht to purchase the Wacker Compactor from Farrell Equipment at a cost of \$13,149.99. Motion was unanimously approved.

ASPHALT COLD PLANER BIDS

Hardy explained to the Committee that the Department's current planer needs repair at a cost of approximately \$8,000-\$9,000. Quotes for five new units were presented to the Committee. Hardy explained that it was better to buy new than make the repairs. The Department recommended purchasing a CAT Coneqtec AP600HD 24" Planer from Fabick at cost of \$15,775. This item was not included in the 2016 capital outlay budget and a change in outlay request is required. Funding would be provided from the pavement router item and the remainder from the savings on the purchase of mowers.

MOTION: Motion made by Wingers, second by Hutler to approve the purchase of a CAT Coneqtec AP600HD 24" Planer from Fabick at cost of \$15,775 and the corresponding change in outlay request, moving funds from the pavement router and mowers to the planer. Motion was unanimously approved.

2016 CAPITAL IMPROVEMENT PLAN

Hardy reviewed the 2016 capital improvement plan. Purchase of the machinery maintenance software will be cancelled. Programming will be completed in-house. The attenuator purchase will be postponed. A line item transfer was presented to transfer \$107,087 from capital outlay to the Cambria shop project to cover the anticipated shortfall.

MOTION: Motion made by Hutler, second by Wingers to approve the line item transfer moving \$107,087 from capital outlay to the Cambria shop project. Motion was unanimously approved.

ENGINEER CONTRACT FOR SALT UNLOADING

A contract with General Engineering Company was presented to the Committee for approval. General Engineering would be designing a ramp including a retaining wall for the salt pit. The work is needed in preparation for the feed conveyor replacement. The amount of the contract is \$1,600.

MOTION: Motion made by Hutler, second by Sumnicht to approve the General Engineering Company contract at a cost of \$1,600 for the design of a ramp and retaining wall. Motion was unanimously approved.

CAMBRIA SHOP PROJECT STATUS

Hardy provided an update on the status of the Cambria shop project.

ATC FUNDING

Information regarding a one-time environmental impact payment from American Transmission Co. to Columbia County in the amount of \$1,209,754 was shared with the Committee. Hardy offered projects Columbia County should consider with these funds.

SALT DOME UPDATE

Contractor has finished all outstanding punch list items and the final check has been issued.

AMENDING TITLE 12-4 (COUNTY DRIVEWAY ORDINANCE)

Revisions to the County Driveway Ordinance were approved during the March 3, 2016 Highway Committee meeting. Hardy presented additional minor changes to the County Driveway Ordinance, Title 12-4 of the Columbia County Code of Ordinances.

MOTION: Motion made by Wingers, second by Foley to approve revisions to the County Driveway Ordinance, Title 12-4 of the Columbia County Code of Ordinances, and forward to Executive Committee for their May meeting. Motion was unanimously approved.

STIP ROAD AND BRIDGE PROJECT UPDATES

Status of current STIP road and bridge projects was shared with the Committee. CTH M bridge replacement project will start first week of May.

I-39 PERFORMANCE BASED MAINTENANCE AGREEMENT

A performance based maintenance agreement with the State of WI DOT for concrete repairs on I-39 was presented to the Committee for approval. The amount of the agreement is \$100,199.48.

MOTION: Motion made by Hutler, second by Wingers to approve the performance based maintenance agreement with the State of WI DOT for concrete repairs on I-39 for \$100,199.48. Motion was unanimously approved.

FINANCIAL ANNUAL REPORT – 2015

Schneider explained the 2015 financial annual report. The Department recorded a net loss of \$437,519.

MOTION: Motion made by Foley, second by Hutler to approve the 2015 financial annual report. The motion was unanimously approved.

SAFETY ITEMS/WORKERS COMP CLAIMS

One new worker's compensation claim was reported and discussed.

ACCOUNTING REVIEW

- A summary of 2016 Capital Outlay purchases through March 31, 2016 was distributed to the Committee.
- Financial statements as of February 29, 2016 were distributed to the Committee.

COMMISSIONER'S COMMUNICATIONS

Commissioner provided a handout detailing his external communications over the previous month.

ORGANIZATIONAL FLOWCHART

Hardy presented an organizational flowchart for the entire Highway Department.

VACANT POSITION UPDATE

Hardy provided an update on filling vacant positions.

REPLACEMENT POSITION REQUEST: SIGN PERSON

Hardy presented two position replacement requests for vacant Sign Person positions. These positions are vacant due to retirements.

MOTION: Motion made by Sumnicht, second by Wingers to approve the position replacement requests for two open Sign Person positions. The motion was unanimously approved.

SPRING MUNICIPAL MEETING

The Committee provided feedback on the spring municipal meeting held on April 4, 2016.

WCHA SUMMER ROAD SCHOOL CONFERENCE JUNE 6-8

It will be decided at the next committee meeting which member will be attending the summer road school conference.

CTH V RIGHT OF WAY ACQUISITION SETTLEMENT

A dispute over the eminent domain process for property acquired for the CTH V reconstruction project has been settled.

DRIVEWAY PERMITTING AGREEMENT WITH TOWN OF SCOTT

Hardy presented an agreement between the Highway Department and the Town of Scott for driveway permitting administration. The Department will take over administering driveway permits for the Town of Scott. A fee of \$50 will be charged to the applicant and retained by the Department.

MOTION: Motion made by Hutler, second by Foley to approve the agreement for the Highway Department to administer the driveway permitting process for the Town of Scott. Motion was unanimously approved.

HIGHWAY COMMISSIONER PERFORMANCE EVALUATION

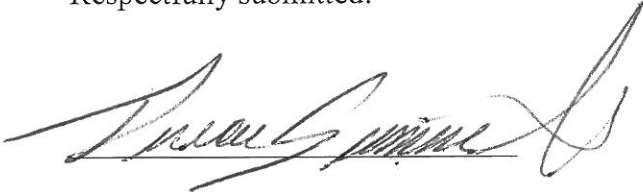
The Committee provided feedback on the Commissioner's performance.

ADJOURNMENT

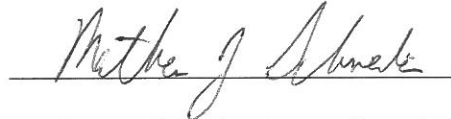
Next regularly scheduled meeting will be May 5 2016 at 9:00 a.m.

MOTION: Motion made by Hutler, second by Foley to adjourn the meeting at 11:42 a.m.

Respectfully submitted:



Teresa Sumnicht, Secretary



Mathew Schneider, Recording Secretary

cc: Highway Committee
County Board Chair Gove
County Board Vice Chair Cupery
Chris Hardy
Susan M. Moll
Internet