

Columbia County Highway Committee

Minutes

May 5, 2016

PRESENT: Chair Jim Foley, Supervisors Ken Hutler, JoAnn Wingers, Kirk Konkel and Andy Ross.

ALSO IN ATTENDANCE: County Board Chair Vern Gove, Chris Hardy, Mathew Schneider, Dustin Gradel from Tri-County Paving Inc., Mark Banton from H.G. Meigs LLC, and Lyn Jerde from the Portage Daily Register.

Chair Foley called the meeting to order at 9:02 a.m. The meeting was properly noticed and published.

AGENDA

MOTION: Motion made by Hutler, second by Wingers to approve the agenda with changes to the order of topics to be presented. The motion was unanimously approved.

MINUTES

MOTION: Motion made by Hutler, second by Wingers to approve the Highway Committee minutes of April 4, 2016, April 7, 2016 and two from two meetings on April 19, 2016. The motion carried. Konkel and Ross abstained from voting on minutes they were not present.

VOUCHERS

The Committee reviewed the voucher report detailing payments made from March 31, 2016 through April 27, 2016. Schneider provided input regarding some of the uncommon expenditures.

MOTION: Motion made by Konkel, second by Hutler to approve the vouchers for a total of \$337,537.09. The motion was unanimously approved.

2016 ROAD PULVERIZATION PROJECTS OPEN BIDS & AWARD

Hardy opened and read bids from four vendors. Tri-County Paving Inc. provided the lowest pulverization bid of \$.725 per square yard for all three projects. The project locations are CTH CM, CTH J, and CTH M.

MOTION: Motion made by Hutler, second by Ross to approve the pulverization bid of \$.725 per square yard for the projects located on CTH CM, CTH J, and CTH M. The motion was unanimously approved.

2016 ASPHALT, SEALCOAT OIL, TACK OIL MATERIAL SOLICITATION

Hardy opened and read bids for asphalt, sealcoat oil, tack oil, and patch material. Bids will be tabulated and presented at the next Highway Committee meeting for approval.

2016 CAPITAL IMPROVEMENT PLAN

Hardy reviewed the 2016 capital improvement plan. Several vendors will be demonstrating skid steers at the Wyocena shop on May 19. Committee members were invited to attend the demonstration.

MOTION: Motion made by Wingers, second by Hutler to approve the capital improvement plan as presented. Motion was unanimously approved.

BRIDGE INSPECTIONS CONTRACT

A Professional Services Agreement between Columbia County Highway Department and MSA Professional Services, Inc. for 2016-2017 routine bridge inspections was presented to the committee

for approval. The total cost of the agreement is \$29,080. The Committee discussed the potential for training an employee to perform the inspections and the need to use a competitive bidding process for future bridge inspection contracts.

MOTION: Motion made by Ross, second by Konkel to approve the Professional Services Agreement with MSA Professional Services, Inc for 2016-2017 routine bridge inspections at a cost of \$29,080. The motion was unanimously approved.

#### POSITION REPLACEMENT POSITION REQUEST – PARTS PERSON

Hardy presented a position replacement request for a Parts Person. This position has become vacant due to a retirement.

MOTION: Motion made by Wingers, second by Konkel to approve the position replacement request for an open Parts Person position. The motion was unanimously approved.

#### POSITION REPLACEMENT POSITION REQUEST – MASTER MECHANIC

Hardy presented a position replacement request for a Master Mechanic. This position has become vacant due to a termination.

MOTION: Motion made by Wingers, second by Konkel to approve the position replacement request for an open Master Mechanic position. The motion was unanimously approved.

#### WCHA

Foley, Hutler, Konkel, and Ross will attend the 2016 Summer Road School Highway Conference held at the Chula Vista Resort on June 6-8. Hardy mentioned the WCHA board of directors currently has vacant positions if any of the committee members have any interest in those vacancies.

#### CAMBRIA SHOP PROJECT STATUS

Hardy provided an update on the status of the Cambria shop project. An expenditure report was provided to the Committee.

#### RAILROAD EXPANSION IN ROCK COUNTY

Hardy discussed how Columbia County rail traffic will be impacted in the coming years by railroad expansion projects in Rock County and Illinois.

#### INTERSTATE PLANNING

Hardy discussed options the Wisconsin Department of Transportation is investigating to accommodate existing and future traffic volume along the interstate in Columbia County.

#### STATE STP PROJECTS

A timeline for planned state highway projects within Columbia County was provided for the Committee.

#### COUNTY STP ROAD AND BRIDGE

Status of current STP road and bridge projects was shared with the Committee.

#### VACANT POSITION UPDATE

Hardy provided an update on filling vacant positions.

WORK ZONE AWARENESS

The Committee watched a work zone awareness video produced by the Wisconsin Department of Transportation. The video highlighted the fatality of a county highway employee in Calumet County.

SAFETY ITEMS/WORKERS COMP CLAIMS

Two new worker's compensation claims were reported and discussed.

ACCOUNTING REVIEW

- A summary of 2016 Capital Outlay purchases through April 30, 2016 was distributed to the Committee.
- Financial statements as of March 31, 2016 were distributed to the Committee.

BUDGET SCHEDULE

Hardy provided a timeline for the 2017 budget process.

COMMISSIONER'S COMMUNICATIONS

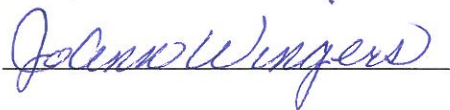
Commissioner provided a handout detailing his external communications over the previous month.

ADJOURNMENT

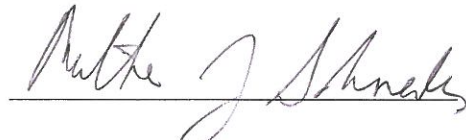
Next regularly scheduled meeting will be Wednesday, June 1, 2016 at 1:00 p.m.

MOTION: Motion made by Hutler, second by Konkel to adjourn the meeting at 10:42 a.m.

Respectfully submitted:



JoAnn Wingers, Secretary



Mathew Schneider, Recording Secretary

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