

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

ALSO IN ATTENDANCE: County Board Vice Chair Mary Cupery, Chris Hardy, Mathew Schneider, Quirin Klink from MSA, and Lyn Jerde from the Portage Daily Register.

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

#### AGENDA

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

#### MINUTES

MOTION: Motion made by Wingers, second by Konkel to approve the Highway Committee minutes of May 26, 2016, June 1, 2016, and June 14, 2016. The motion was unanimously approved.

#### VOUCHERS

The Committee reviewed the voucher report detailing payments made from May 26, 2016 through June 29, 2016. Schneider provided input regarding some of the uncommon expenditures.

MOTION: Motion made by Konkel, second by Ross to approve the vouchers for a total of \$920,767.00. The motion was unanimously approved.

#### VISITOR INPUT

Quirin Klink from MSA thanked the Committee for past business and provided a summary of services that MSA Professional Services can provide.

#### CAPITAL IMPROVEMENT PLAN

Hardy presented the 2016 capital improvement plan.

#### CHANGE IN CAPITAL OUTLAY – SOFTWARE UPGRADES AND PROGRAMMING

Commissioner requested the reinstatement of \$30,000 for the maintenance program to cover MIS programming costs and an upgrade to the Phoenix Fuel Management software. An estimate in the amount of \$7,761 for the Phoenix software was presented to the Committee.

MOTION: Motion made by Hutler, second by Wingers to approve the purchase of the Phoenix fuel management software upgrade at a cost of \$7,761. The motion was unanimously approved. A change in capital outlay request will be sent to Finance Committee for approval.

#### INSURANCE MOWER REPLACEMENT

Hardy detailed damage to a mower and tractor as a result of the driver hitting a large rock. The estimate to repair the older mower was excessive. The department and the insurance provider agreed the best route was to replace the damaged mower with a new batwing mower. The cost of the new mower and the estimated mower repair costs were approximately the same amount.

#### FACILITIES FOREMAN VEHICLE

The leading internal candidate for the vacant Facilities Foreman position requested to drive a pickup truck home. The candidate lives outside Columbia County. The Committee decided to refer the request to Corporation Counsel for a decision.

#### HIGHWAY DEPARTMENT ORGANIZATIONAL CHART

Hardy presented a proposed organizational chart. The reorganization plan had been approved at the Human Resources Committee.

MOTION: Motion made by Wingers, second by Ross to approve the organizational chart and plan as presented. The motion was unanimously approved.

#### COUNTY AID PETITIONS

The Committee reviewed a summary of County Road Aid petitions and approved petitions that were not approved at the previous Highway Committee meeting.

MOTION: Motion made by Hutler, second by Ross to approve the following Country Road Aid petitions: T. Caledonia – McLeisch Road, T. Columbus – Schaeffer Road, T. Courtland – Cemetery Road/Pete Reak Road, T. Fountain Prairie – Pete Reak Road, T. Lodi – sealcoat and crackfill various roads, T. Pacific – West Bush Road, T. Scott – Ross Road, V. Friesland – Mill Street, and C. Portage – W. Mullet Street. The motion was unanimously approved.

#### CAMBRIA SHOP PROJECT STATUS

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

#### COLUMBIA COUNTY FEE ORDINANCE REVISION – RIGHT OF WAY PERMITS

An addition to the title 9-1-8 Highway and Transportation Fee Ordinance was presented to the committee. A \$50 right-of-way work permit fee was added to the fee ordinance. The Committee recommended adding exceptions to the new permit fee prior to County Board meeting.

MOTION: Motion made by Ross, second by Konkel to approve the addition of a \$50 right-of-way work permit fee to Title 9-1-8 Highway and Transportation Fee Ordinance with listed exceptions. The motion was unanimously approved.

#### COLUMBIA COUNTY HIGHWAY REVISION – SPEED LIMITS

Hardy presented a draft temporary speed limit ordinance that will allow Columbia County to reduce speed limits through interstate work zones.

MOTION: Motion by Konkel, second by Wingers to approve the temporary speed limit ordinance. The motion was unanimously approved.

#### COUNTY STP ROAD AND BRIDGE

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

#### STATE/MUNICIPAL AGREEMENTS

Three State/Municipal Agreements for STP funded projects were presented and reviewed by the Committee. The agreements were for projects on CTH V, Haynes Road in the Town of Marcellon, and CTH U. A separate resolution indicating that the local share for the Haynes Road project will be split between Marcellon and Columbia County will be discussed at Marcellon's July township meeting.

MOTION: Motion made by Wingers, second by Konkel to approve the CTH V, and CTH U State/Municipal agreements. The motion was unanimously approved.

MOTION: Motion made by Wingers, second by Konkel to approve the Haynes Road State/Municipal agreement pending the Town of Marcellon's approval of the funding resolution. The motion was unanimously approved.

#### RESOLUTION: JUST-FIX-IT

A resolution supporting the Wisconsin Counties Association and the Transportation Development Association with their Just-Fix-It campaign related to funding of transportation in the State of Wisconsin was presented to the Committee.

MOTION: Motion made by Ross, second by Konkel to approve the Just-Fix-It resolution. The motion was unanimously approved.

#### DONATED ITEMS FROM LAWSON AND ZEP

Lawson Products and Zep Manufacturing recently offered items to the Highway Department at no cost. Lawson donated two compartment drawers and a mini cabinet. Zep donated a toilet paper dispenser for the new restrooms at the Merrimac Ferry. Per Columbia County policies donated items from vendors require committee approval.

MOTION: Motion made by Konkel, second by Wingers to accept the donated drawers and cabinet from Lawson and the toilet paper dispenser from Zep. The motion was unanimously approved.

#### VACANT POSITION UPDATE

Hardy provided an update on filling vacant positions.

#### POSITION REPLACEMENT REQUEST

A position replacement request form for a Highway Maintenance Worker was presented to the Committee. The position became vacant due to a resignation.

MOTION: Motion by Ross, second by Hutler to approve the position replacement request for a Highway Maintenance Worker. The motion was unanimously approved.

#### SAFETY ITEMS/WORKERS COMP CLAIMS

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

#### ACCOUNTING REVIEW

- A summary of 2016 Capital Outlay purchases through June 30, 2016 was distributed to the Committee.

- Financial statements as of May 31, 2016 were distributed to the Committee.

CHAIRMAN'S COMMUNICATION

Chair Foley provided a report from the Wisconsin River Rail Transit Commission meeting that he and Supervisor Hutler attended.

COMMISSIONER'S COMMUNICATIONS

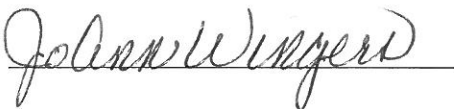
Commissioner provided a handout detailing his external communications over the previous month.

ADJOURNMENT

Next regularly scheduled meeting will be Thursday, August 4, 2016 at 9:00 a.m.

MOTION: Motion made by Konkell, second by Hutler to adjourn the meeting at 10:40 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