

Columbia County Highway Committee

Minutes

August 5, 2021

Present: Chair Jim Foley, Supervisors Bob Koch, JoAnn Wingers, Henry St. Maurice, Jon Plumer, and Kim Manley

Also in Attendance: Supervisor Nancy Long, Chris Hardy, Traci Horn, Susan Fisher, and Shonna Neary

Chair Foley called the meeting to order at 8:00 a.m. The meeting was properly noticed and published.

Approval of Agenda

Motion by St. Maurice, second by Wingers, to approve the agenda. Motion carried.

Approval of Minutes

Motion by Koch, second by St. Maurice, to approve the July 1, 2021 Highway Committee minutes. Motion carried.

Visitor Input

Long inquired about the Department process regarding closing bridges in municipalities. Hardy gave an overview of the Department process regarding bridges, bridge inspections, and how the costs are shared. County shares costs 50% with locals on bridges; except, county pays 100% of cost for the bridge inspection program. Communication between the Department and municipalities was discussed.

Approval of Vouchers

The committee reviewed the voucher report detailing payments made from July 29, 2021 through August 4, 2021. Horn provided input regarding some of the expenses.

Motion by Koch, second by St. Maurice, to approve the vouchers for a total of \$683,007.77. Motion carried.

Fall Equipment Auction

Hardy presented the items on auction at Wisconsin Surplus reviewing the condition of the equipment and the current bids for informational purposes; stating that Department generally lets items go at highest auction bid unless we can get more money for recycling the item. The auction ends at 10:00 a.m. today.

Capital Plan

Hardy provided an update on the 2021 capital improvement plan. The Department has two (2) items remaining; front end loader which we need to replace the one we have and a truck mount attenuator (which we have an approved DMA with WisDOT for the purchase of two (2) state owned traffic attenuators) so would not need at this time. The fuel tanks located at the Lodi shop are having anode issues and at 32 years of age, are beyond the manufacturer's warranty.

Award Bid: Lodi AST Diesel Fuel

Hardy reviewed the bid received from METCO, Inc. for \$119,185 which is \$74,185 over budget. Three options were discussed:

- a. Reject the bid; not replacing the fuel system at the Lodi shop in 2021.
- b. Change in Capital Outlay to transfer funds to the Lodi Fuel System Upgrade as follows:
 - Truck Mount Attenuator (eliminate) \$30,000
 - Tailgate Conveyor Savings \$400
 - Skidloader and Trailer Savings \$94

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• CS Sand Mix Building Savings	\$737
• Dome #1 Roof Replacement Savings	\$11,005
• Front End Loader (eliminate)	<u>\$31,949</u>
Change in Capital Outlay Total	\$74,185

c. Change in Capital Outlay to transfer funds of \$42,236 and fund the balance of \$31,949 from equity follows:

• Truck Mount Attenuator (eliminate)	\$30,000
• Tailgate Conveyor Savings	\$400
• Skidloader and Trailer Savings	\$94
• CS Sand Mix Building Savings	\$737
• Dome #1 Roof Replacement Savings	<u>\$11,005</u>
Change in Capital Outlay Total	\$42,236
Equity	<u>\$31,949</u>
Total Funding Request	\$74,185

Motion by Wingers, second by Koch, to award the bid for the Lodi Fuel System Upgrade to METCO, Inc., approve the change in capital outlay transferring \$42,236 to the Lodi Fuel System Upgrade as presented, and take \$31,949 from equity to fund the balance of the Lodi Fuel System Upgrade. Motion carried.

WisDOT Financed Equipment Memo of Understanding – Attenuators

Hardy presented the State-Financed Equipment Memorandum of Understanding per the Highway Maintenance Manual for the two (2) traffic attenuators. The Department has an approved Discretionary Maintenance Agreement with WisDOT to purchase the two (2) traffic attenuators which will be State owned.

Motion by Plumer, second by Koch, to approve the State-Financed Equipment Memorandum of Understanding. Motion carried.

State System Projects

Current and planned state highway projects within Columbia County were presented for informational purposes. The Department continues to examine the condition of STH 127 and the impact of the potential jurisdictional transfer of this road from WisDOT to the County (memo presented).

CTH Project Status

Hardy provided an update on the county projects. WisDOT and UP Railroad are closer to resolving the design review issues for the railroad bridge projects on CTH A, Inglehart Road, and Sterk Road.

Right of Entry Agreement – CP RR Poynette Spur @ CTH B & Keebaugh Rd

Hardy presented the Right of Entry License Agreement between Canadian Pacific Railroad and Columbia County for informational purposes. A culvert located at CTH B and Keebaugh Road has failed and needs to be replaced. The culvert is near the CP rail line resulting in the need for the Right of Entry Agreement. The Department is working with CP Railroad on the details of the work to be completed.

Memo of Understanding: Village of Arlington & United Methodist Church CTH I Right-of-Way

Hardy presented the Memorandum of Understanding (MOU) between Columbia County Highway & Transportation Department and Arlington United Methodist Church and the Village of Arlington to allow

construction of a parking lot within the right-of-way for CTH I in the Village of Arlington. The agreement is for 25 years. Arlington United Methodist Church is responsible for all costs associated with construction, maintenance, and care for all areas of construction located within the CTH I right-of-way and located more than 12 feet from the road centerline and will be responsible for all costs associated with work. The Village of Arlington reviewed the MOU and requested that the Village of Arlington Responsibility currently listed in Appendix A be moved to the main body of the MOU. Corporation Counsel has reviewed and approved the MOU and the change requested by the Village of Arlington. Arlington United Methodist Church has reviewed and approved the MOU and the change requested by the Village of Arlington.

Motion by Koch, second by St. Maurice, to approve the Memorandum of Understanding (MOU) between Columbia County Highway & Transportation Department and Arlington United Methodist Church and the Village of Arlington as presented with the change requested by the Village of Arlington moving the Village of Arlington Responsibility from Appendix A to the main body of the MOU. Motion carried.

Access Permit – CTH CD @ Village of Fall River, side road access

Hardy presented the access permit for a new driveway to be located off of CTH CD to access a new unnamed street in the Village of Fall River’s industrial park.

Motion by Plumer, second by Manley, to approve the access permit as presented. Motion carried.

ARPA Funding – Parks Planning

Neary provided background on ARPA funding. ARPA is a Federal program and the County was allocated 11 million dollars in funding to be used for pandemic related needs. Hardy presented potential improvements for Wyona Park, Governor’s Bend Park, and Lake George Park. Replacing the well at Wyona Park is included in the potential ARPA park improvements. The replacement of the Wyona Park well is also included in the Department’s 2022 Capital plan. If ARPA funding is used to replace the well at Wyona Park, that item will be removed from the Department’s 2022 Capital plan.

CDBG-Close Program: Demo Projects Update

Hardy provided a handout and summary of the CDBG projects for informational purposes. Project location N6475 Lake Road was mis-identified as County property; the parcel adjacent to that location is the County owned property. The County owned property on Lake Road may not need any work and the funds allocated could be re-allocated among the other CDBG projects.

County Road Aid Petitions

The Committee reviewed a revised County Road Aid substitution petition (Unke Road was approved for the Town of West Point in June, and the Town of West Point is requesting a substitution) as follows:

Municipality	Road
T. West Point	West Harmon Rd., Chrisler Rd., Crestview Dr., Riechman Rd., and West Point Dr.

Motion by Koch, second by Plumer, to deny the Town of West Point County Road Aid substitution, original petition stands as previously approved. Motion was approved but was not unanimous.

County Bridge Aid Petitions

The Committee reviewed the County Bridge Aid petitions.

Vacant Position Update

Hardy provided an update on vacant positions.

Position Replacement Requests

Hardy presented Position Replacement Requests for one (1) Sign Crew person and one (1) Patrolman.

Motion by Wingers, second by Manley, to approve the Position Replacement Requests as presented. Motion carried.

Safety Items/Worker's Compensation Claims

There were no new worker's compensation claims; Department has gone 260 days without a lost time accident.

Accounting Review

June financial statements were presented.

Commissioner's Communications

Hardy provided a handout detailing his external communications. Digital speed display signs were discussed.

Department Overview Presentation

Hardy presented an overview of the Highway and Transportation Department. Staffing levels and seasonal responsibilities were discussed. Revenue, expenses, and levy data for a ten (10) year period were provided. Shop performance was analyzed over a ten (10) year period. Equipment status and focus on fleet service levels was examined. Hardy detailed the condition of bridges, culverts, and rating of the roads in the County.

2022 Budget

The 2022 proposed Highway and Transportation Department budget was reviewed by account.

Account(s)	Motion by	Second by	Approved
3110	Wingers	Manley	unanimously
3191	Manley	St. Maurice	unanimously
3192	Wingers	St. Maurice	unanimously
3193	Manley	Wingers	unanimously
3220	Wingers	Plumer	unanimously
3230	St. Maurice	Wingers	unanimously
3232	Wingers	Manley	unanimously
3240, 3270	Plumer	St. Maurice	unanimously
3290	St. Maurice	Wingers	unanimously
3311	Plumer	Wingers	unanimously
3313, 3314	St. Maurice	Plumer	unanimously
3315	Plumer	Wingers	unanimously
3321	St. Maurice	Plumer	unanimously
3322	Wingers	Plumer	unanimously
3328	St. Maurice	Plumer	unanimously
3331	Wingers	Manley	unanimously
3333	St. Maurice	Plumer	unanimously with revision to County Aid refunds

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3334	Manley	Wingers	unanimously
3371	St. Maurice	Manley	unanimously
3390	Wingers	Plumer	unanimously
8020	St. Maurice	Wingers	unanimously

Disallowance of Liability: Aegis Acknowledgement Claim #300.65944, Date of Incident: June 14, 2021, STH 33, Columbia County, WI*

Disallowance of Liability: Aegis Acknowledgement Claim #300.65903, Date of Incident: June 21, 2021, STH 33, Columbia County, WI*

Disallowance of Liability: Aegis Acknowledgement Claim #300.65932, Date of Incident June 24, 2021, STH 33, Columbia County, WI*

Town of Dekorra Snowplowing**

CLOSED SESSION

Motion made by Wingers, second by St. Maurice, to go into closed session at 10:53 a.m. pursuant to Wis. Stat. § 19.85(1)(g) “Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is likely to become involved.” [Disallowance of Liability: Aegis Acknowledgement Claim #300.65944, Date of Incident: June 14, 2021, STH 33, Columbia County, WI] and [Disallowance of Liability: Aegis Acknowledgement Claim #300.65903, Date of Incident: June 21, 2021, STH 33, Columbia County, WI] and [Disallowance of Liability: Aegis Acknowledgement Claim #300.65932, Date of Incident: June 24, 2021, STH 33, Columbia County, WI]. Also pursuant to Wis. Stat. § 19.85(1)(e) “Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.” [Town of Dekorra Snowplowing]. If the Committee goes into closed session it will return to open session.

ROLL CALL VOTE: Ayes: 4, as follows: Koch, St. Maurice, Manley, and Wingers

Noes: 0

Supervisor Plumer, Hardy, Fisher, and Horn were present in closed session.

OPEN SESSION

Motion by Plumer, second by Manley, the Committee reconvened in open session at 11:22 a.m. Motion carried.

No action was taken in closed session.

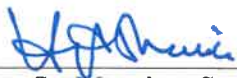
Motion by St. Maurice, second by Wingers, to disallow Aegis Acknowledgement Claim #300.65944, Date of Incident: June 14, 2021, STH 33, Columbia County, WI; Aegis Acknowledgement Claim #300.65903, Date of Incident: June 21, 2021, STH 33, Columbia County, WI; and Aegis Acknowledgement Claim #300.65932, Date of Incident June 24, 2021, STH 33, Columbia County, WI. Motion carried.

No action taken on Dekorra snowplowing.

Adjournment

The next regularly scheduled meeting will be Thursday, September 2, 2021 at 8:00 a.m.
Motion by Wingers, second by Plumer, to adjourn at 11:23 a.m. Motion carried.

Respectfully submitted:



Henry St. Maurice, Secretary



Traci Horn, Recording Secretary

cc: Highway Committee
County Board Chair Gove
County Board Vice Chair Foley
County Board 2nd Vice Chair Koch
Chris Hardy

Joseph Ruf, III
Susan Fisher
Internet
Susan M. Moll