

Columbia County Highway Committee

Minutes

October 5, 2017

PRESENT: Chair Jim Foley, Supervisors Kirk Konkel, JoAnn Wingers, Mary Cupery, Andy Ross and Craig Robson.

ALSO IN ATTENDANCE: County Board Chair Vern Gove, Chris Hardy, Joseph Ruf, Mathew Schneider and Thomas Hirschinger.

Chair Foley called the meeting to order at 9:01 a.m. The meeting was properly noticed and published.

AGENDA

MOTION: Motion made by Ross, second by Konkel to move closed session topics (Poynette Easement Agreement and Grievance – Highway Employee Dismissal) to the end of the meeting and approve the agenda. The motion was unanimously approved.

MINUTES

MOTION: Motion made by Cupery, second by Wingers to approve the Highway Committee minutes of September 7, 2017. The motion was unanimously approved.

VOUCHERS

The Committee reviewed the voucher report detailing payments made from August 31, 2017 through September 27, 2017. Schneider provided input regarding some of the uncommon expenditures.

MOTION: Motion made by Wingers, second by Cupery to approve the vouchers for a total of \$1,057,236.62. The motion was unanimously approved.

DRIVEWAY VARIANCE NEAR N4380 CTH V

The Highway Department received a driveway permit application to improve an existing driveway near N4380 CTH in the Township of Dekorra. Since the driveway is shared by multiple land owners the permit application requires the Highway Committee's approval as a variance.

MOTION: Motion made by Wingers, second by Robson to approve the driveway variance near N4380 CTH V in the Township of Dekorra as presented. The motion was unanimously approved.

2017 CAPITAL IMPROVEMENT PLAN

Hardy provided an update on the 2017 capital improvement plan. The Department was notified that the trailer ordered from Swiderski Equipment Inc. failed to meet specifications. The width of the bed was 4" shorter than specified. Swiderski offered a \$950 price deduction to accept the trailer as built.

MOTION: Motion made by Konkel, second by Wingers to accept the trailer as built from Swiderski Equipment Inc and the \$950 price deduction. The motion was unanimously approved.

CAMBRIA SHOP PROJECT STATUS

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

STATE SYSTEM PROJECTS IN THE COUNTY

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

COUNTY STIP FUND BALANCE & PROJECTS UPDATE

Hardy provided an update on STIP projects planned within Columbia County. Design drawings for CTH U and Haynes Road bridge replacements were reviewed by the Committee.

CTH V DESIGN CONTRACT

A three party design engineering services contract for the CTH V project was reviewed by the Committee. Ayres Associates Inc will be the design consultant.

2018 HIGHWAY DEPARTMENT BUDGET

Hardy discussed the changes made to the 2018 proposed Highway Department budget by the Finance Committee.

WYOCENA BOILER REPLACEMENT(S)

Topic was tabled until the next Highway Committee meeting.

5 YR CAPITAL OUTLAY PLANNING

Hardy provided spreadsheets detailing a five year capital improvement plan.

SALT PRICING 17-18

Hardy and Schneider presented a history of salt prices charged to local municipalities. The Department proposed a price of \$91 per ton, which includes the charge for records and reports, for the 2017-2018 winter season. The price will increase in 2018 due to the rate increase for records and reports.

MOTION: Motion made by Wingers, second by Ross to accept the proposed 17-18 salt price of \$91 per ton. The motion was unanimously approved.

WCHA DRAFT LETTER & COMMUNICATIONS

Hardy presented a draft letter to the Wisconsin County Highway Association Conference Coordinating Committee highlighting recommendations and concerns for future road school conferences.

MOTION: Motion made by Robson, second by Konkel to approve the draft letter as presented and send to the WCHA Conference Coordinating Committee. The motion was unanimously approved.

SAFETY ITEMS/WORKERS COMP CLAIMS

Seven new worker compensation claims were reported since the previous meeting.

STIP ACCOUNTING PROCEDURES & PROCESS

Topic was tabled until the next Highway Committee meeting.

ACCOUNTING REVIEW

Schneider provided an update on the topics discussed at the Machinery Management Committee. A capital outlay summary through September and financial statements through August were presented and distributed to the Committee.

COMMISSIONER'S COMMUNICATIONS

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

FALL MUNICIPAL MEETING – OCTOBER 18, 2017

Hardy distributed a draft agenda for the Fall Municipal Meeting scheduled for Wednesday, October 18 at 10:00 am.

OCTOBER SAFETY TRAININGS

Hardy discussed Highway Department safety trainings scheduled during the week of October 23-27.

VACANT POSITION UPDATE

Hardy updated the Committee on the status of filling one vacant position.

MOTION: Motion made by Wingers, second by Ross at 9:52 to take a short recess. The motion was unanimously approved.

MOTION: Motion made by Ross, second by Konkel to return from recess at 10:00 am. The motion was unanimously approved.

POYNETTE EASEMENT AGREEMENT & GRIEVANCE – HIGHWAY EMPLOYEE DISMISSAL

CLOSED SESSION

MOTION: On Motion made by Wingers, second by Ross, the Committee went into closed session at 10:02 a.m. pursuant to Wisconsin State Statute Section 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” [Poynette Easement Agreement] and pursuant to Wisconsin State Statute Section 19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility” [Grievance – Highway Employee Dismissal]. If the Committee goes into closed session it will return to open session. The Committee may address such other matters that are authorized by law.

ROLL CALL VOTE: Ayes: 6, as follows: Cupery, Foley, Konkel, Robson, Ross, and Wingers.
Noes: 0

Chair Gove, Hardy, Ruf, Hirschinger, and Schneider were present in closed session.

OPEN SESSION

MOTION: Motion made by Konkel, second by Robson, the Committee reconvened in open session at 10:47 a.m. The motion was unanimously approved.

No action was taken in closed session.

MOTION: Motion made by Konkel, second by Wingers to declare that the Highway Department no longer has a use for the Poynette shop, inform the Executive Committee of the Department’s intentions, future plans of the site may be made by the Executive Committee, and instruct Highway Department to remove the fuel system at the site of the Poynette shop as soon as possible. The motion was unanimously approved.

MOTION: Motion by Konkel, second by Ross to recommend the Human Resources Committee support the Commissioner's decision to dismiss employee. The motion was unanimously approved.

ADJOURNMENT

Next regularly scheduled meeting will be Thursday, November 2, 2017 at 9:00 a.m.

MOTION: Motion made by Wingers, second by Konkel to adjourn the meeting at 10:50 a.m. The motion was unanimously approved.

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
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