

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

Excused: Supervisor Jon Plumer

Also in Attendance: William Hellenbrand, Traci Horn, Susan Fisher, Jessica Dredske, and Chris Hardy via phone

Chair Foley called the meeting to order at 8:01 a.m. The meeting was properly noticed and published.

Approval of Agenda

Motion by Koch, second by St. Maurice, to amend the agenda and remove Award Tri-Axle Truck Replacement from the agenda. Motion carried.

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

Approval of Minutes

Motion by St. Maurice, second by Wingers, to approve the September 2, 2021 Highway Committee minutes. Motion carried.

Approval of Vouchers

The committee reviewed the voucher report detailing payments made from August 26, 2021 through September 29, 2021. Horn provided input regarding some of the expenses.

Motion by Wingers, second by Manley, to approve the vouchers for a total of \$1,928,876.59. Motion carried.

Driveway Appeal: W5602 CTH P

The Department denied an access permit for a new driveway to be constructed at address W5602 CTH P. The property owner, Dredske, has appealed the access permit denial. The Committee reviewed aerial photos of the property, turn radius information for various vehicles, and County Ordinance 9.07: Highway Access Control. The new driveway would be the second driveway for the property and would be within 61 feet of the existing driveway both of which are detailed in County Ordinance 9.07 as reasons for denial. Safety, accessibility, and alternative solutions for vehicles to turn around were discussed. Dredske explained the buildings, trees, and ditches make turning around with trucks and trailers for her business clients difficult. Dredske has worked with Planning and Zoning to obtain a building permit for a new shed and has a conditional use permit for her business.

Motion by Koch, second by St. Maurice, to table the topic, obtain additional information from Planning and Zoning, and have the conditions in the conditional use permit reviewed by Corporation Counsel. Motion carried.

Right-of-Way MOU: Columbia County & Spring Prairie Lutheran Church, N509 CTH C (Keiser)

Hardy presented the draft Memorandum of Understanding between Columbia County Highway and Transportation Department and Spring Prairie Lutheran Church for the sharing and use of County road right-of-way within the Town of Leeds, Wisconsin along CTH C and CTH DM for the construction of a parking lot. Storm drainage is a concern and options to handle it were discussed. Hardy is currently working on cross sections and calculations.

Motion by Wingers, second by Manley, to table the topic allowing Hardy time to complete his research and report back to the Committee at the November meeting. Motion carried.

Capital Plan

Hardy provided an update on the 2021 capital improvement plan.

Award Truck Mounted Attenuators

The Committee reviewed quotes for two styles of truck mounted attenuators: Scorpion II and Trinity SS180MB. Hardy presented a comparison of the two styles. The Department recommended purchasing two (2) of the Trinity SS180MB units from Decker Supply at the price of \$23,995 per unit. The purchase is funded by WisDOT DMA and the units will be state owned. Hardy confirmed with SW Region that the Department can purchase the unit that best fits its use and application; it does not have to be the lowest bid.

Motion by St. Maurice, second by Koch, to purchase two (2) Trinity SS180MB truck mounted attenuators from Decker Supply at the price of \$23,995 per unit. Motion carried.

State System Projects

Current and planned state highway projects within Columbia County were presented for informational purposes.

Approve 2022 WisDOT Routine Maintenance Agreement (RMA)

The Committee reviewed the 2022 WisDOT Routine Maintenance Agreement (RMA) for \$4,240,800.

Motion by Koch, second by St. Maurice, to approve the WisDOT Routine Maintenance Agreement (RMA) for \$4,240,800. Motion carried.

CTH Project Status

Hardy provided an update on the county projects. The Committee reviewed the final plans for the CTH CD 19 foot bridge replacement and discussed cost comparison of four (4) alternate proposed structures. The Department recommended two (2) corrugated metal pipe arches as the alternate proposed structure to replace the 19 foot bridge.

Motion by St. Maurice, second by Manley, to approve the CTH CD 19 foot bridge replacement with two (2) corrugated metal pipe arches as presented. Motion carried.

The Kowald Rd. bridge replacement plans for an approach extension and elimination of super-elevation were reviewed. This is a change to the original plans and Jewell is preparing Change Management papers. The change will increase the project costs approximately \$40,000.

Motion by Wingers, second by Koch, to approve the approach extension and elimination of super-elevation for the Kowald Rd. bridge replacement as presented. Motion carried.

CDBG – Close Program Update

Hardy provided an update on the CDBG projects.

CDBG Limited Site Investigation Change Order (Poynette & Wyocena)

Hardy presented findings from the environmental investigation work performed by Terracon at the CDBG project sites in the Village of Poynette and the Village of Wyocena. Additional limited site investigation (LSI)

work is required at both locations. The additional site work will add \$5,000.64 in costs. The Lake Rd. parcel will not require any additional work resulting in a project savings that will cover the LSI costs. Management recommended approval of Change Order #1 in the amount of \$5,000.64 and a time extension of 45 days, extending Terracon's completion deadline to November 14, 2021.

Motion by Wingers, second by Manley, to approve Change Order #1 in the amount of \$5,000.64 and a time extension of 45 days, extending Terracon's completion deadline to November 14, 2021 as presented. Motion carried.

ARPA Proposals: County Park Projects

Hardy provided background on the County Parks and collaboration efforts between the Columbia County Highway & Transportation and Land & Water Conservation Departments. Proposed improvements for Wyona Park, Governor's Bend Park and Lake George Park along with the associated cost estimates were presented for informational purposes.

County Ord. Addition {sect. 9.07(3)(a)(6)}: Construction Access

Hardy proposed adding a section for construction access to County Ordinance 9.07(3)(a) and presented a draft of Section 9.07(3)(a)(6). The access is temporary and most often used by utility and construction companies.

Motion by Koch, second by St. Maurice, to approve adding section (6) Construction Access to County Ordinance 9.07(3)(a) as presented. Motion carried.

Personal Tool Insurance: Master Mechanics

Hardy reviewed the Master Mechanic job description requiring them to provide their own tools. The Committee reviewed two (2) insurance coverage options and the cost of each provided by Aegis. The Department plans to pay for the Master Mechanic tool insurance cost from the Shop Operations budget.

Motion by Koch, second by Wingers, to recommend adding insurance coverage for the Master Mechanics personal tools to the County Insurance Policy and forward to the Executive Committee for further review. Motion carried.

Annual County Road Certification

Hardy explained the Department must certify the County road miles each year for WisDOT. The mileage is used in GTA and LRIP calculations. The mileage is unchanged from last year.

Motion by Wingers, second by Manley, to approve the annual County road mileage certification as presented. Motion carried.

Set Commodity Rates – Salt and Sand Mix

Hardy provided a handout detailing the usage of salt and sand mix. A history of the prices charged to municipalities was presented. The Department proposed a price of \$104.08 per ton of salt and a price of \$29.65 per ton of sand mix for the 2021-2022 season.

Motion by Wingers, second by St. Maurice, to approve the new rates of \$104.08 per ton of salt and \$29.65 per ton of sand mix for the 2021-2022 season. Motion carried.

Frontier Claim – Lodi Shop

Hardy reviewed the February 2021 incident at the Highway Shop in Lodi. Frontier property sustained damage and the Department has received an invoice from Frontier for \$514.66 in repair costs.

Motion by Koch, second by Manley, to approve payment of Frontier property repair costs in the amount of \$514.66 and forward the Frontier invoice to the County Clerk’s office to be submitted to insurance. Motion carried.

Vacant Position Update

Hardy provided a handout detailing the current status of positions within the Department for informational purposes.

Revisions to Position Descriptions

Hardy presented revisions to the job descriptions for Highway and Transportation Department Patrolman, Equipment Operator, Ferry Mechanic, Master Mechanic, Foreman, and Patrol Superintendent positions.

Motion by Koch, second by Wingers, to approve the revisions to the job descriptions for Highway and Transportation Department Patrolman, Equipment Operator, Ferry Mechanic, Master Mechanic, Foreman, and Patrol Superintendent as presented. Motion carried.

Position Replacement Request: Patrolman

Hardy presented a position replacement request for one (1) Patrolman.

Motion by St. Maurice, second by Koch, to approve the position replacement request for one (1) Patrolman. Motion carried.

Safety Items/Worker’s Compensation Claims

Two (2) new worker’s compensation claims were discussed.

Accounting Review

August financial statements were presented.

Commissioner’s Communications

Hardy provided a handout detailing his external communications. He continues working with other County Departments on CDBG projects. The Town of Lowville will be moving away from the Department plowing for the winter of 2021-2022.

Schedule Fall Municipal Meeting

The Fall municipal meeting will be Friday, October 29, 2021 at 9 a.m.

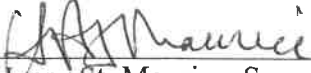
Adjournment

The next regularly scheduled meeting will be Thursday, November 4, 2021 at 8:00 a.m.

Motion by St. Maurice, second by Koch, to adjourn at 9:49 a.m. Motion carried.

Columbia County Highway Committee
Minutes
October 7, 2021

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

Joseph Ruf, III
Susan Fisher
Internet
Susan M. Moll
Chris Hardy