

Present: Chair Darren Schroeder, Supervisors Henry St. Maurice, Char Holtan, Steven Balsiger, and Josiah Wynn

Also in Attendance: Chair Chris Polzer, Vice Chair Denise J. Brusveen, Chris Hardy, Susan Fisher, Traci Horn, Jennifer Quist, Tom Kratt (WisDOT), and Rod Ripley

Chair Schroeder 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 Balsiger, to amend the agenda removing “& Request to Appeal” from topic 5 and removing topics 25 and 26. Motion carried.

Approval of Minutes

Motion by Balsiger, second by Holtan, to approve the October 6, 2022 Highway Committee minutes and the October 6, 2022 Fall Municipal meeting minutes. Motion carried.

Approval of Vouchers

The Committee reviewed the voucher report detailing payments made from September 29, 2022 through October 26, 2022. Horn provided input regarding some of the expenses.

Motion by Holtan, second by St. Maurice, to approve the vouchers for a total of \$1,381,517.09. Motion carried.

Notice of Violation: Driveway Variance: 3 Hands Handywork LLC, W11498 CTH V

The Committee reviewed the Notice of Violation of Ordinance issued for placement of a driveway and work without a permit, photos of the parcels, and Columbia County Ordinance Section 9.07. The need for a variance and alternative locations for the driveway placement were discussed. Fisher noted appeals must be submitted in writing and recommended the property owner meet with the Department to further discuss the options. The property owner stated he would work with the Department.

Request to Appeal: Notice of Violation: N2225 CTH C, Jennifer Quist

The Committee reviewed the Notice of Violation of Ordinance issued for placement of obstruction and work without a permit, photos of the parcel, Columbia County Ordinance Section 9.07, and written request for appeal submitted by the property owner. Retaining walls, slope, and options for keeping the decor were discussed. The property owner stated she would work with the Department.

WisDOT STH 127 Jurisdiction – Tom Kratt

Tom Kratt from Wisconsin Department of Transportation (WisDOT) provided background on jurisdictional transfers between the State and Counties. WisDOT is proposing jurisdictional transfer of 14.1 miles of STH 127 to Columbia County, making it a County Trunk Highway. STH 127 is parallel to STH 16 and has lower traffic volume than STH 16; the State views this as a duplication with STH 127 better suited as a local road. The Committee reviewed a map of STH 127 and discussed flooding concerns, long term maintenance costs for the County, pavement life, and if there are any benefits to the County. Balsiger requested Hardy report back to the Committee in December with a list of pros and cons for jurisdictional transfer.

Annual Local Road Certification

The Committee reviewed the Certified Mileage Statement for Columbia County for 2023. The mileage is used by WisDOT for GTA calculation and LRIP funding.

Motion by St. Maurice, second by Balsiger, to approve the Certified Mileage Statement for Columbia County as presented. Motion carried.

County Road Aid - City of Columbus Extension

The Committee reviewed the 2022 Petition for County Road Aid received from the City of Columbus to mill and overlay a segment of Avalon Road. Hardy requested an extension to complete the project in 2023 due to not being able to mill the asphalt because the mills' schedules are full and they are unable to schedule the project in 2022.

Motion by Balsiger, second by Wynn, to approve extending the 2022 Petition for County Road Aid received from the City of Columbus to mill and overlay a segment of Avalon Road. Motion carried.

County Road Aid – Village of Friesland Extension

The Committee reviewed the 2022 Petition for County Road Aid received from the Village of Friesland to mill, grade, and resurface a segment of East Winnebago Street. Hardy requested an extension to complete the project in 2023 due to not being able to mill the asphalt because the mills' schedules are full and they are unable to schedule the project in 2022.

Motion by Wynn, second by Balsiger, to approve extending the 2022 Petition for County Road Aid received from the Village of Friesland to mill, grade, and resurface a segment of East Winnebago Street. Motion carried.

Bridge Aid – Town of Newport Reimbursement

The Committee reviewed the 2021 Bridge Aid petition received from the Town of Newport for a bridge on Broadway Road. Hardy provided historical background on the project. Wisconsin Statutes, County Aid Policy and Procedures, and bid processes were discussed. Corporation Counsel has reviewed the petition and supporting documentation submitted by the Town of Newport.

Motion by Holtan, second by St. Maurice, to accept the supporting documentation submitted by the Town of Newport and issue the Bridge Aid reimbursement. Motion carried.

2022 Capital Plan

Hardy provided an update on the 2022 capital improvement plan. Potential carry-over items were discussed.

Approve Sole Source - Wedge Style Brine Tanks

Hardy presented a Sole Source Procurement Justification Form to purchase four (4) wedge style brine tanks from United Plastic Fabricating (UPF). The wedge style brine tanks are a one of a kind unit and UPF is the only supplier able to build them to our truck specifications.

Motion by Schroeder, second by St. Maurice, to approve the Sole Source Procurement Justification Form to purchase four (4) wedge style brine tanks from United Plastic Fabricating as presented and forward it to the Finance Committee for approval. Motion carried.

Resolution: Adopt 2023 Bridge Construction Budget and Levy Property Tax

The Bridge Construction Budget and Levy Property Tax Resolution was presented to the Committee. The Bridge Aid petitions have previously been approved by the Committee.

Motion by St. Maurice, second by Holtan, to correct the last name of Highway Committee member Steven Balsiger and approve the 2023 Bridge Construction Budget and Levy Property Tax Resolution forward it to the Finance Committee for approval. Motion carried.

Resolution: Adopt 2023 Highway Road Construction, Maintenance, and Administration Budgets

The Highway Road Construction, Maintenance, and Administration Budgets Resolution was presented to the Committee. The County Aid projects listed on the resolution have previously been approved by the Committee. The resolution includes all the 2023 budgeted accounts except for Bridge Aid.

Motion by Balsiger, second by Schroeder, to approve the 2023 Highway Road Construction, Maintenance, and Administration Budgets Resolution and forward it to the Finance Committee for approval. Motion carried.

WisDOT Project Status

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

Approve WisDOT 2023 Routine Maintenance Agreement

The Committee reviewed the 2023 WisDOT Routine Maintenance Agreement (RMA) for \$4,240,800.

Motion by Holtan, second by Balsiger, 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 project on CTH J is now complete. Canadian Pacific Railroad (CPR) work on the CTH CD railroad crossing is scheduled for November. The SMA is pending for the BIL Rural project on CTH P from Cambria to Randolph.

CDBG Project Status

Hardy provided an update on the CDBG projects for informational purposes. Highway projects are completed. The closure request is being submitted for the former burn pit area at the Poynette Shop.

Department Position(s): Vacancy Status

The Committee reviewed the current twelve (12) Department vacancies. The status of applications was discussed.

Master Mechanic Apprenticeship Program

Hardy provided a review of internal and external equipment repairs. Emissions work is very costly. Towing costs and turn around time for external repairs were discussed. Hardy will look into the MATC diesel mechanic training program.

Safety Items & Worker's Compensation Claims

One (1) new worker's compensation claim was discussed. The Department has worked 250 days without a lost work time incident.

Accounting Review

September financial statements were presented.

Chairman's Communications

Wages and a wage study were discussed.

Commissioner's Communications

The Committee reviewed a handout detailing Hardy's external communication. The legislature passed new lighting options for municipal vehicles; municipal vehicles are now allowed to use fluorescent green warning lights. USDOT Strengthening Mobility and Revolutionizing Transportation (SMART) grant, Smart Work Zone ITS Devices, WisDOT Lane Closure System, and the Department's participation in a pilot study were discussed.

Columbia County Highway Committee

Minutes

November 3, 2022

2023 WCHA Winter Road School

The Committee reviewed the 2023 Winter Road School agenda. The registration deadline is December 22, 2022.

Adjournment

The next regularly scheduled meeting will be Thursday, December 1, 2022 at 8:00 a.m.

Motion by St. Maurice, second by Holtan, to adjourn at 10:10 a.m. Motion carried.

Respectfully submitted:


Char Holtan, Secretary


Traci Horn, Recording Secretary

cc:

Highway Committee
County Board Chair Polzer
County Board Vice Chair Brusveen
County Board 2nd Vice Chair M. Rohrbeck
Internet

Joseph Ruf III
Susan Fisher
Susan Moll
Chris Hardy