

Columbia County Highway Committee

Minutes

November 4, 2021

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

Also in Attendance: Chris Hardy, Traci Horn, Susan Fisher, Scott Mortensen (Aring Equipment Co. Inc.), Patrick Benish (Fabick Cat), Kyle Busler (Brooks Tractor, Inc.), Mark Wisinski (Swiderski Equipment, Inc.), Jessica Dredske

Chair Foley called the meeting to order at 8:03 a.m. The meeting was properly noticed and published.

Approval of Agenda

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

Approval of Minutes

Motion by Koch, second by Manley, to approve the October 7, 2021 Highway Committee minutes. Motion carried.

Motion by Wingers, second by Manley, to approve the October 29, 2021 Fall Municipal Meeting minutes. Koch and Plumer abstained from voting. Motion carried.

Approval of Vouchers

The Committee reviewed the voucher report detailing payments made from September 30, 2021 through October 27, 2021. Horn provided input regarding some of the expenses.

Motion by Koch, second by Wingers, to approve the vouchers for a total of \$1,024,666.67. Motion carried.

Bid Opening – Wheel Loader

Bids for one (1) wheel loader were opened and read aloud by Hardy.

Motion by Wingers, second by Koch, to forward the bid documents to William Hellenbrand and Chris Hardy for review and report back to the Committee at the December Committee meeting. Motion carried.

Driveway Appeal: W5602 CTH P

The Committee reviewed the written request for access variance at W5602 CTH P submitted by Dredske, the property owner. Fisher confirmed with Planning and Zoning there is no issue with the conditions in the Conditional Use Permit.

Motion by Plumer, second by Manley, to table the topic until the December Committee meeting and have Hardy meet with Dredske and a contractor at the site and report back to the Committee. 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 water drainage at the CTH C and CTH DM intersection was discussed. Columbia County Highway and Transportation Department shall be responsible to design and install catch basins, inlets, and piping for a new storm water system at the Department's cost. Spring Prairie Lutheran Church shall be responsible for all costs and responsibilities associated with construction, maintenance, quality, and care for subgrade and surface area

of parking construction located within the CTH C and CTH DM right-of-way and located more than 12 feet from the respective road centerlines.

Motion by Koch, second by St. Maurice, to approve the Memorandum of Understanding between Columbia County Highway and Transportation Department and Spring Prairie Lutheran Church as presented. Motion carried.

CTH U Construction MOU: Columbia County & Sauk County

The Committee reviewed the draft Memorandum of Understanding between Columbia County Highway and Transportation Department and Sauk County Highway Department for the resurfacing of CTH U within Sauk County, Wisconsin. Sauk County is responsible for the costs associated with the portion of the CTH U project within their respective County line. Sauk will self-perform the ditching and grading work. Sauk will pay Columbia for road re-surfacing (pulverizing, gravel, asphalt placement, shouldering) at approximate cost of \$25,000; costs to be billed upon completion utilizing the Cost Accounting Manual and procedures.

Motion by Plumer, second by Koch, to approve the Memorandum of Understanding between Columbia County Highway and Transportation Department and Sauk County Highway Department for the resurfacing of CTH U within Sauk County, Wisconsin as presented. Motion carried.

State System Projects

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

CTH Project Status

Hardy provided an update on the county projects. All permits for the CTH CD 19 foot bridge replacement have been received. Structural review is needed for the Hall Rd. bridge.

County Aid Resolution

The County Aid resolution was presented to the Committee. The county aid projects listed on the resolution had already been approved by the Committee. The resolution includes all the 2022 budgeted accounts except for Bridge Aid.

Motion by St. Maurice, second by Wingers, to forward the County Aid Resolution for the 2022 budget to the County Board for approval. Motion carried.

Bridge Aid Resolution

The Bridge Aid resolution was presented to the Committee. The bridge aid petitions had been previously approved by the Committee.

Motion by Koch, second by Plumer, to forward the Bridge Aid Resolution for the 2022 budget to the County Board for approval. Motion carried.

2021 Capital Plan

Hardy provided an update on the 2021 capital improvement plan. The roof on salt dome #1 had 160 square feet of damaged plywood that needed to be replaced adding \$840 in costs.

Transfer \$840 for Dome #1 Roof Replacement Final Payment (damaged plywood)

The Committee reviewed a summary of the capital outlay budget for the Dome #1 roof replacement and the need for \$840 in additional funding. Hardy proposed two options: transfer from equity or transfer from the front end loader item in the capital outlay budget.

Motion by St. Maurice, second by Wingers, to table the topic until the front end loader bids have been reviewed and discuss it at the December committee meeting. Motion carried.

Winter Road School: January 2022

The conference will be held at Chula Vista in Wisconsin Dells January 17, 2022- January 19, 2022.

Motion by Foley, second by Plumer, to table the topic until the December committee meeting. Motion carried.

Donated Items: Dicke Safety Products Sign Legs and Roll Up Sign

The Department ordered aluminum stand legs from Dicke Safety Products for traffic control signs. The company shipped steel stand legs valued at \$143.30 in error and wishes to donate the steel stand legs to the Department. The Department ordered traffic control signs for work zones from Dicke Safety Products. One of the signs received had a pocket sewn incorrectly. The company wishes to donate the sign with a pocket sewn incorrectly valued at \$80 to the Department.

Motion by Koch, second by Wingers, to accept the donation of steel stand legs valued at \$143.30 and traffic control sign valued at \$80 from Dicke Safety Products. Motion carried.

Job Position Description: Highway Project and Program Manager

Hardy presented the draft job description titled Highway Patrol Superintendent Project and Program Manager. This job description is intended for the position currently held by William Harper who has submitted his retirement notice effective December 2, 2021.

Motion by Koch, second by St. Maurice, to approve the draft job description for Highway Patrol Superintendent Project and Program Manager as presented and forward to the Human Resources Committee. Motion carried.

Vacant Positions

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

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

Hardy presented a position replacement request for one (1) Patrol Superintendent with the draft job description Highway Patrol Superintendent Project and Program Manager pending Human Resources Committee approval at the Patrol Superintendent wage rate.

Motion by Wingers, second by Manley, to approve the position replacement request for one (1) Patrol Superintendent as presented. Motion carried.

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

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

Safety Items/Worker’s Compensation Claims

One (1) new worker’s compensation claim was discussed.

Accounting Review

September financial statements were presented.

Commissioner’s Communications

Hardy provided a handout detailing his external communications.

Disallowance of Liability: Aegis Acknowledgement Claim #300.67026, Date of Incident: June 17, 2021, STH 33, Columbia County, WI

CLOSED SESSION

Motion made by Koch, second by Plumer, to go into closed session at 9:31 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 #300.670264, Date of Incident: June 17, 2021, STH 33, Columbia County, WI]. If the Committee goes into closed session, it will return to open session.

ROLL CALL VOTE: Ayes: 6, as follows: Plumer, Koch, St. Maurice, Foley, Manley, and Wingers
Noes: 0

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

OPEN SESSION

Motion by Koch, second by Manley, the Committee reconvened in open session at 9:34 a.m. Motion carried.

No action was taken in closed session.

Motion by Koch, second by Wingers, to disallow liability for Aegis Acknowledgement Claim #300.67026, Date of Incident: June 17, 2021, on STH 33 in Columbia County, WI and have Corporation Counsel send a letter of denial. Motion carried.

Adjournment

The next regularly scheduled meeting will be Thursday, December 2, 2021 at 8:00 a.m.

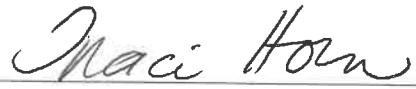
Motion by Wingers, second by Plumer, to adjourn at 9:37 a.m. Motion carried.

Columbia County Highway Committee
Minutes
November 4, 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