

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

**Absent:** Supervisor Jon Plumer

**Also in Attendance:** County Board Chair Vern Gove, Chris Hardy, Traci Horn, Susan Fisher

Chair Foley called the meeting to order at 8:02 a.m. The meeting was properly noticed and published.

**Approval of Agenda**

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

**Approval of Minutes**

Motion by Wingers, second by Koch, to approve the October 1, 2020 Highway Committee minutes.  
Motion carried.

**Approval of Vouchers**

The committee reviewed the voucher report detailing payments made from September 24, 2020 through October 28, 2020. Horn provided input regarding some of the expenses.

Motion by Koch, second by St. Maurice, to approve the vouchers for a total of \$1,511,592.80. Motion carried.

**WisDOT Project Status**

Hardy presented an update on the State Highway projects.

**CTH Project Status**

Hardy provided an update on the county projects. The Town of Randolph is discussing with the Department reducing the slope of the Sterk Road bridge which is currently in the design phase. Reducing the slope would add approximately \$250,000 to the cost of the project. The additional cost would be paid by the Town of Randolph. The CTH N project has been postponed due to the impact of Covid on staffing.

**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 2021 budgeted accounts except for Bridge Aid.

Motion by Wingers, second by St. Maurice, to forward the County Aid Resolution for the 2021 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 Wingers, second by St. Maurice, to forward the Bridge Aid Resolution for the 2021 budget to the County Board for approval. Motion carried.

**Highway Equity Transfer for Bridge Aid**

Hardy presented a request to transfer \$11,390 from Highway Equity to Bridge Aid for the Town of Fountain Prairie Shady Lane Road Bridge Aid refund. The petition was approved at the October 3, 2019 Highway Committee meeting. The work was completed in 2020 and not included in the 2021 bridge Aid Resolution. The transfer will be included in the 2022 Bridge Aid Resolution to repay Highway Equity.

Motion by Wingers, second by St. Maurice, to approve the request to transfer \$11,390 from Highway Equity to Bridge Aid for the Town of Fountain Prairie Shady Lane Road Bridge Aid refund and to include the amount in the 2022 Bridge Aid Resolution. Motion carried.

**County Bridge Aid**

Hardy presented the Town of Courtland Coulter Rd. Bridge Aid petition.

Motion by Koch, second by St. Maurice, to approve the Town of Courtland Bridge Aid petition. Wingers abstained from voting. Motion carried.

Hardy presented the Town of Springvale Atkinson Rd. Bridge Aid petition to be included in the 2022 budget.

Motion by Koch, second by St. Maurice, to approve the Town of Springvale Bridge Aid petition and include it in the 2022 budget. Motion carried.

**P-11-07-05 Mill St. Bridge; City of Lodi**

Hardy discussed the recent bridge inspection results for the Mill St. bridge in the City of Lodi which is a local bridge and the costs for repair or replacement would be shared equally by the City and the County. The condition has deteriorated and is now rated at a condition state four which is the lowest possible rating. Hardy reached out to the City of Lodi officials via email with the information and detailing two options; conduct more in-depth inspection or close the bridge. There has been no response.

Motion by Foley, second by Koch, to have Hardy contact the mayor of the City of Lodi by phone and get and answer as to how to handle the bridge. Motion carried.

**2020 Capital Plan**

Hardy provided an update on the 2020 capital improvement plan. The tank installed as part of the Portage Fuel UST Replacement project requires an additional part, a high hose retractor. The high hose retractor is available from Metco for an additional cost of \$1,060 which can be funded from the money budgeted for the Lodi Shop Concrete Replacement. This is a change order to the contract with Metco.

Motion by Koch, second by Wingers, to approve a change in capital outlay for \$1,060 from the Lodi Shop Concrete Replacement project to the Portage Fuel UST Replacement project for the purchase and installation of a high hose retractor. Motion carried.

**Fleet Replacement and November 2020 Auction List**

Hardy presented truck and loader data displaying graphs and charts depicting the maintenance costs over the life cycle of the equipment. The repair costs tend to spike around year six. Photos of equipment were presented. The November 2020 auction list was discussed.

Motion by St. Maurice, second by Koch, to approve the November 2020 auction list as presented.  
Motion carried.

**CDBG-Close (RLF) Program Project(s)**

Hardy explained the closing of the fund opens an opportunity for the County to receive a grant to recoup some of that funding. Parcels that use CDBG funding for repairs and improvements must be held for five years. Road, property, and park projects that would meet the grant requirements were presented and discussed. The projects are listed below:

- CTH P in Cambria
- CTH G in Wyocena
- CTH CX in Portage
- Former Wyocena Office Building
- Old Poynette Highway Shop
- Wyona Park
- Governor's Bend Park

Hardy presented photos and noted that the Village of Poynette has been using the Old Highway Shop property as a burn site and a dumping site.

Motion by Foley, second by Koch, to install a gate at the Old Poynette Highway Shop to restrict access to the area to authorized personnel and for a letter to be sent to the Village of Poynette from Corporation Counsel instructing the Village to clean up the site and to stop using it for burning and dumping.  
Motion carried.

**Approve Pines Quit Claim (Parcel #1102-269.A) CTH O; Town of Lewiston**

Hardy presented a map of parcel 1102-269.A highlighting the adjacent property owned by the County and the right of way currently documented as an easement with Riverside Farms, LLC. A copy of the Quit Claim Deed sent to Riverside Farms, LLC was presented which results in parcel 1102-269.A being turned over to the County.

Motion by Wingers, second by Koch, to approve the Quit Claim Deed as presented. Motion carried.

**Vacate Right of Way CTH O; Town of Lewiston**

Hardy presented a resolution to vacate and transfer excess right of way on a portion of County Trunk Highway O in the Town of Lewiston. The resolution results in Parcel No. 269.A in the Town of Lewiston being transferred to Adams-Columbia Electric Cooperative retaining a 57.75 foot right-of-way on CTH O from centerline total right-of-way width 115.5 feet and vacating a portion of the CTH O right-of-way in the Town of Lewiston to Riverside Farms, LLC.

Motion by Wingers, second by St. Maurice, to forward the resolution to vacate and transfer excess right of way on a portion of County Trunk Highway O in the Town of Lewiston to the County Board for approval. Motion carried.

**Relocation Order CTH CD; Town of Courtland**

Hardy discussed the CTH CD project which requires an easement to perform the work. A Permanent Limited Easement was presented. The channel needs to be relocated to perform the work and a Relocation Order was presented.

Motion by Koch, second by St. Maurice, to approve the Relocation Order. Wingers abstained from voting. Motion carried.

**Approve Jewell Associates Engineers, Inc. Change Order for CTH CD**

Hardy explained the permanent limited easement results in additional costs for the CTH CD project. A change order in the amount of \$1,015.42 to the contract with Jewell Associates Engineers, Inc. was presented.

Motion by St. Maurice, second by Koch, to approve the change order to the contract with Jewell Associates Engineers, Inc. in the amount of \$1,015.42. Wingers abstained from voting. Motion carried.

**Kowald Rd. Bridge Consultant Review**

Proposals had previously been received and reviewed. Hardy asked the committee to rank the proposals with the top three consultants receiving interview invitations. The interviews will be held on December 3, 2020 at 10:00 a.m. and each consultant will have 20 minutes to give their presentation and answer questions. The ranking order: Jewell Associates Engineers, Inc. - 1, Ayres Associates, Inc. - 2, OMNI Associates - 3, CBS Squared, Inc. - 4, MSA Professional Services, Inc. - 5, Cedar Corporation - 6.

Motion by St. Maurice, second by Wingers, to interview Jewell Associates Engineers, Inc., Ayres Associates, Inc., and OMNI Associates for the Kowald Rd. bridge on December 3, 2020 beginning at 10 a.m. allowing 20 minutes for each consultant including set-up time. Motion carried.

**Covid Update**

Hardy discussed the plan for Department operations in the winter season as a result of the impact from Covid. Resources, routes, Department responsibilities, level of service and staff re-assignment were presented in three levels; mild, moderate and severe. The three levels are based on the availability of staff and Department needs.

Motion by St. Maurice, second by Wingers to approve the Covid plan as presented. Motion carried.

**Vacant Position Update & Replacement Requests**

The Highway Department currently has three vacancies due to resignations. The Department is requesting to replace a Sign Crew position, a Highway Maintenance Worker position, and a Master Mechanic position.

Motion by Koch, second by Wingers, to approve replacing the Sign Crew position. Motion carried.

Motion by Koch, second by St. Maurice to approve replacing the Highway Maintenance Worker position. Motion carried.

Motion by Wingers, second by Koch, to approve replacing the Master Mechanic position. Motion carried.

**Setting Patch Material Commodity Rate**

Hardy presented a handout detailing the costs for patch material and the handling of patch material. A history of material usage and prices charged to municipalities was presented. The Department proposed setting the price of both cold patch material and high-performance patch material at \$111.80 per ton. Motion by Wingers, second by Koch, to set the price of both cold patch material and high-performance patch material at \$111.80 per ton. Motion carried.

**Safety Items/Worker's Compensation Claims**

Four worker's compensation claims were reported and discussed.

**Accounting Review**

September financial statements were presented.

**Chairman's Communications**

There were no communications from the Chairman.

**Commissioner's Communications**

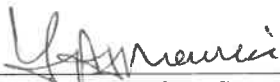
Hardy provided a handout detailing his external communications. The right of way on CTH G near Pride of America Campground was discussed. Dave Stertz has been named the new Statewide Maintenance Engineer for WisDOT.

**Adjournment**

The next regularly scheduled meeting will be December 3, 2020 at 8:00 a.m.

Motion made by Koch, second by St. Maurice, to adjourn at 9:29 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 2<sup>nd</sup> Vice Chair Koch  
Chris Hardy

Joseph Ruf, III  
Susan Fisher  
Internet  
Susan M. Moll