

Columbia County Highway Committee

Minutes

December 1, 2016

PRESENT: Chair Jim Foley, Supervisors Ken Hutler, JoAnn Wingers, Kirk Konkel and Andy Ross.

ALSO IN ATTENDANCE: County Board Chair Vern Gove, County Board Vice Chair Mary Cupery, Chris Hardy, Joseph Ruf, Mathew Schneider, Doug Cole from Town of Wyocena, Mark Wisinski from Swiderski Equipment, Inc., and Greg Ebert.

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 the Swan Lake County Access topic as the first item to be discussed and approve the agenda as revised. Additionally, Chair Foley was given the discretion to adjust the order the remaining topics. The motion was unanimously approved.

MINUTES

MOTION: Motion made by Wingers, second by Konkel to approve the Highway Committee minutes of November 3, 2016. The motion was unanimously approved.

VOUCHERS

The Committee reviewed the voucher report detailing payments made from October 27, 2016 through November 22, 2016. Schneider provided input regarding some of the uncommon expenditures.

MOTION: Motion made by Hutler, second by Ross to approve the vouchers for a total of \$906,613.56. The motion was unanimously approved.

SWAN LAKE COUNTY ACCESS

Hardy and Doug Cole from the Town of Wyocena presented the request to vacate a 10' wide access driveway to Swan Lake. The Committee requested a cost estimate to clean up the County's access. This topic will be moved to the January meeting when additional information can be presented.

VISITOR INPUT

Greg Ebert of the Town of Hampden would like to install a new driveway. Since the driveway would require an approval for a variance the Committee moved to include the topic at the January committee meeting.

MOTION: Motion made by Hutler, second by Ross to include the Ebert driveway permit on the January Highway Committee agenda. The motion was unanimously approved.

AWARD BATWING MOWER BID

Hardy recommended awarding the 15' batwing mower bid to Mid-State Equipment. Mid-State Equipment provided the low bid to replace a damaged mower determined to be a total loss at cost of \$14,520.

MOTION: Motion made by Wingers, second by Konkel to award the 15' batwing mower bid to Mid-State Equipment at a price of \$14,520. The motion was unanimously approved.

AWARD TRACTOR BID

Hardy provided a summary of tractor and mower bids to replace a unit destroyed by fire. The lowest tractor bid was submitted by Swiderski Equipment Inc. at a price of \$63,450 and the lowest 10'

batwing mower bid was submitted by Mid-State Equipment at a price of \$12,549. The combined price of \$75,999 is less than the \$76,000 insurance settlement.

MOTION: Motion made by Hutler, Second by Wingers to approve the purchase of the tractor from Swiderski Equipment for \$63,450 and a 10' batwing mower from Mid-State Equipment for \$12,549. The motion was unanimously approved.

AWARD 12' REVERSIBLE FRONT PLOW BID

Hardy provided a summary of the bids received for a 12' reversible front plow. Burke Truck & Equipment submitted the lowest bid that met required specifications at a price of \$9,225 per plow.

MOTION: Motion made by Konkel, second by Ross to purchase two 12' reversible front plows from Burke Truck & Equipment at a total cost of \$18,450. The motion was unanimously approved.

AWARD V-PLOW BID

Hardy presented a summary of bids received for a 9'6" V-Plow. Madison Truck & Equipment submitted the lowest bid that met required specification at a price of \$5,491 per plow.

MOTION: Motion made by Wingers, second by Hutler to purchase a 9'6" V-Plow from Madison Truck & Equipment at a total cost of \$5,491. The motion was unanimously approved.

AWARD V-BOX SPREADER BID

Hardy provided a summary of the bids received for 14' and 10' v-box salt spreaders. Burke Truck & Equipment submitted the lowest bid at a price of \$15,356 per 14' spreader and \$12,761.25 per 10' spreader.

MOTION: Motion made by Konkel, second by Ross, to purchase two 14' v-box spreaders and one 10' v-box spreader from Burke Truck & Equipment for a cost of \$43,473.25. The motion was unanimously approved.

APPROVE EQUIPMENT SOFTWARE PURCHASES

Hardy presented a plan to purchase diagnostic software and On Command monitoring system using the remaining dollars originally budgeted as maintenance management program in the 2016 capital outlay budget. Cost for the new diagnostic software and On Command system was \$20,885.22. The maintenance management program was originally budgeted for \$30,000 and \$8,606.70 had been previously applied to the Phoenix fuel management system and ID card printer.

MOTION: Motion made by Ross, second by Wingers to purchase the diagnostic software and On Command system at a cost of \$20,885.22. The motion was unanimously approved.

2016 CAPITAL IMPROVEMENT PLAN

Hardy reviewed the 2016 capital improvement plan and remaining outlay items to be purchased.

2017 CAPITAL IMPROVEMENT PLAN

Hardy reviewed the 2017 capital improvement plan. He proposed using the recent bids submitted for tractors and 10' batwing mowers to purchase items listed the 2017 capital plan. The low tractor bid

had been submitted by Swiderski Equipment at \$63,450 per tractor and the low 10' mower bid was submitted by Mid-State Equipment for \$12,549.

MOTION: Motion made by Ross, second by Hutler to purchase 4 tractors from Swiderski Equipment at a total cost of \$253,800 and two 10' batwing mowers from Mid-State Equipment at a total cost of \$25,098. The motion was unanimously approved.

STIP PROJECT UPDATE

Hardy provided an update on STIP projects.

AWARD CTH A HYDRAULIC ANALYSIS

Hardy requested to table this item until the next Highway Committee meeting.

CAMBRIA SHOP PROJECT STATUS

Hardy provided an update on the status of the Cambria shop project. An expenditure report was provided to the Committee.

A contract modification from the DOT for the salt shed was presented to the committee. The contract with the general contractor had been increased for erosion matting, decreased for mulching, and decreased for liquidated damages due to not meeting the contracted completion date. The net decrease is \$13,296.30.

MOTION: Motion made by Wingers, second by Ross to approve the contract modification decreasing the salt shed contract by \$13,296.30. The motion was unanimously approved.

Change order #7 with Cardinal Construction was explained to the committee. Exit and egress lighting were added to the contract at a cost of \$1,774.68. The remaining contingency balance is \$12,006.32.

MOTION: Motion made by Konkel, second by Ross to approve change order #7 transferring \$1,774.68 from the contingency allowance. The motion was unanimously approved.

A final fuel system invoice from Schaper Excavating & Petroleum LLC was presented to the Committee. The final invoice was \$3,900 more than the original budget due to the addition of a concrete pad, fencing, and bollards to the contract.

MOTION: Motion made by Ross, second by Wingers to approve the Shaper Excavating & Petroleum LLC invoice of \$25,718.06. The motion was unanimously approved.

Hardy presented a proof for the dedication plaque to be installed at the Cambria shop.

MOTION: Motion made by Konkel, second by Ross to approve the Cambria shop dedication plaque. The motion was unanimously approved.

ARLINGTON 2017 BRIDGE AID APPLICATION

A bridge aid petition from the Town of Arlington was tabled until further notice.

STATE ROUTINE MAINTENANCE AGREEMENT

The Highway Department did not receive the 2017 routine maintenance agreement prior to the meeting. This item will be tabled until the December meeting.

VACANT POSITION UPDATE

Hardy provided an update on filling vacant positions.

POSITION REPLACEMENT REQUEST – MASTER MECHANIC

Hardy presented a position replacement request a for vacant Master Mechanic position. This position will be vacant as of December 7 due to a retirement.

MOTION: Motion made by Konkell, second by Hutler to approve the position replacement request for a Master Mechanic position. The motion was unanimously approved.

POSITION REPLACEMENT REQUEST – HIGHWAY MAINTENANCE WORKER

Hardy presented a position replacement request a for vacant Highway Maintenance Worker position. This position became vacant on November 25 due to a resignation.

MOTION: Motion made by Konkell, second by Hutler to approve the position replacement request for a Highway Maintenance Worker position. The motion was unanimously approved.

OUT OF STATE CONFERENCE (ANTIOCH, TN): PAVER MECHANIC

The Highway Department would like to send a Master Mechanic to Antioch, TN for mechanical training on the Department's paver. Estimated costs for the training are \$1,500.

MOTION: Motion made by Ross, second by Konkell to approve the out of state paver training in Antioch, TN at an estimated cost of \$1,500. The motion was unanimously approved.

OUT OF STATE CONFERENCE (CINCINNATI, OH): 2017 NACE (COMMISSIONER)

Hardy will be attending the 2017 NACE conference in Cincinnati, OH from April 9-13. This conference was approved during the 2017 budget process. No action by the Committee was required.

WCHA WINTER CONFERENCE

Ross, Konkell, Wingers, and Foley will be attending the WCHA road school conference at the Chula Vista resort in Wisconsin Dells from January 16-18.

HIGHWAY DEPARTMENT ORGANIZATION

Hardy presented a re-organization of the Highway Department staff. The re-organization included the reclassification of job titles and adjusting the number of employees in each job classification.

MOTION: Motion made by Hutler, second by Ross to approve the Highway Department Organization as presented. The motion was unanimously approved.

Hardy requested to set the pay rate for winter seasonal LTES to \$16 per hour. It has been difficult for the department to find quality LTES at a lower rate.

MOTION: Motion made by Konkel, second by Wingers to approve a \$16 per hour pay rate for winter seasonal LTEs. The motion was unanimously approved.

The Department would like to bump a recently hired Master Mechanic from step 1 to step 3 on the Columbia County pay schedule. This employee has proved to have the knowledge and experience warranting the pay increase.

MOTION: Motion made by Ross, second by Konkel to increase the recently hired Master Mechanic's pay from step 1 to step 3. The motion was unanimously approved.

HIGHWAY COMMISSIONER ELECTION

Hardy's two year elected term as Highway Commissioner is expiring and a new term will have to be approved by the County Board.

MOTION: Motion by Konkel, second by Wingers to recommend Hardy's re-election and forward the recommendation to other committees for approval. The motion was unanimously approved.

SAFETY ITEMS/WORKERS COMP CLAIMS

One new worker's compensation claim was reported and discussed.

ACCOUNTING REVIEW

- A summary of 2016 Capital Outlay purchases through November 30, 2016 was distributed to the Committee.
- Financial statements as of October 31, 2016 were distributed to the Committee.

COMMISSIONER'S COMMUNICATIONS

Commissioner discussed his external communications over the previous month.

STATE AGREEMENTS

CLOSED SESSION

MOTION: On Motion made by Ross, second by Wingers, the Committee went into closed session at 11:14 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 concluding other specified public business, whenever competitive or bargaining reasons require closed session". [State Agreements] 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: 5, as follows: Foley, Hutler, Konkel, Ross, and Wingers.

Noes: 0

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

OPEN SESSION

MOTION: Motion made by Wingers, second by Hutler, the Committee reconvened in open session at 11:50 a.m. The motion was unanimously approved.

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No action was taken in closed session.

MOTION: Motion by Ross, second by Hutler to approve the 2017 WisDOT Routine Maintenance Agreement. The motion was unanimously approved.

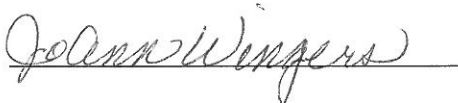
MOTION: Motion by Ross, second by Hutler to strike the second line in paragraph two of the WisDOT letter of Intent to Contract regarding Road Salt Storage Facility: Portage and approve the document as revised. The motion was unanimously approved.

ADJOURNMENT


Next regularly scheduled meeting will be Thursday, January 5, 2017 at 9:00 a.m.

MOTION: Motion made by Hutler, second by Konkel to adjourn the meeting at 11:52 a.m.

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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