

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

**Absent:** Supervisors Jon Plumer and JoAnn Wingers

**Also in Attendance:** Chris Hardy, Traci Horn, Susan Fisher, James Nelson (Town of Scott), Amanda Inman (Ayres Associates, Inc.), Dave Pantzlaff (Ayres Associates, Inc.), Ellery Schaffer (Jewell Associates Engineers, Inc.), Greg Jewell (Jewell Associates Engineers, Inc.), Phil Roberts (OMNI Associates), Kris Olsen (OMNI Associates)

Chair Foley called the meeting to order at 8:05 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 St. Maurice, to approve the November 5, 2020 Highway Committee minutes. Motion carried.

**Approval of Vouchers**

The committee reviewed the voucher report detailing payments made from October 29, 2020 through November 25, 2020. Horn provided input regarding some of the expenses.

Motion by Koch, second by St. Maurice, to approve the vouchers for a total of \$1,037,808.04. Motion carried.

**WisDOT Project Status**

Hardy provided an update on the State Highway projects.

**CTH Project Status**

Hardy provided an update on the county projects. The Old STH 73 Road project has been delayed one year due to historical preservation. The Portage AST installation is complete.

**Sterk Road Bridge Approach Length**

Hardy detailed the estimate received from the project engineers at MSA Professional Services, Inc. to extend the bridge approach from the current project length of 550 feet with approximately 8.5% approach grade to a project length of 900 feet with approximately 5% approach grade. The increased approach length would result in an additional project cost of approximately \$200,000 which would be shared equally by the Town of Randolph and the County. There would also be real estate costs that the Town of Randolph would be responsible for paying. A drawing of the Sterk Road Bridge with the two options was presented. The Town of Randolph has not made decision at this time.

Motion by St. Maurice, second by Koch, to table the topic until the Town of Randolph has met and come to a decision. Motion carried.

**Award CTH K Engineering**

Hardy presented an aerial diagram of CTH K approximately one- and one-half miles east of US Highway 51 in the Town of Leeds. The shoulder of CTH K is sliding into a farm pond adjacent to the road resulting in the need to stabilize the slope. Two quotes for the engineering of the project were received and presented as follows:

Grothman and Associates S.C.	\$5,000
Jewell Associates Engineers, Inc.	\$8,950

Motion by Koch, second by St. Maurice, to award the engineering of CTH K Slope Stabilization to Grothman and Associates S.C. for the \$5,000 in the quote. Motion carried.

**Award Real Estate Appraisal and Coordination for CTH CD**

Hardy explained the right of way negotiations and real estate appraisal needed for the CTH CD project. Jewell Associates Engineers, Inc. was the only consultant to respond. The Right of Way Negotiations and Real Estate Appraisal Contract received from Jewell Associates Engineers, Inc. in the amount of \$5,000 was presented.

Motion by Koch, second by St. Maurice, to approve the Right of Way Negotiating and Appraisal Contract with Jewell Associates Engineers, Inc. for CTH CD in the Town of Courtland for the \$5,000 as presented. Motion carried.

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

Hardy reported the outcome of his correspondence with the City of Lodi officials. Additional information is needed which can be obtained from further inspection of the Mill Street bridge. Jewell Associates Engineers, Inc. was the only consultant available to inspect the bridge. The cost of the inspection will be approximately \$1,300 which is in the Columbia County Highway Road and Bridge budget.

Motion by Koch, second by St. Maurice, to award Jewell Associates Engineers, Inc. fracture critical inspection and load rating review for P-11-07-05 Mill Street bridge in the City of Lodi with the County paying the approximate \$1,300 in costs. Motion carried.

**CTH SS @ CTH P Intersection Rumble Strips**

Hardy presented an aerial photo of the intersection at CTH SS and CTH P. The installation and effectiveness of rumble strips was discussed. Previously, owners did not take issue with the proposed installation (recently rescinding that position). Traffic Safety Commission (TSC) had reviewed and presented a recommendation on the prior information. Since the owner changed their mind, TSC has not discussed the topic.

Motion by Foley, second by St. Maurice, to return the topic to the Traffic Safety Committee for further discussion. Motion carried.

**2020 Capital Plan**

Hardy provided an update on the 2020 capital improvement plan.

**Equipment Inventory**

Hardy presented the results of the equipment inventory. Prior year disposals of \$33,929.73 and process improvements were discussed.

**Permit Fee Schedule – New 2021 Chapter 7.08 Ordinance**

Hardy presented the permit fee schedule noting the Private Utility Placard Warning Sign at \$75 each is a new addition to the schedule.

Motion by Koch, second by St. Maurice, to approve the permit fee schedule as presented. Motion carried.

**Vacant Position Update & Replacement Requests**

The Highway Department currently has two Highway Maintenance Worker vacancies and a Master Mechanic vacancy.

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

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

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

Three (3) worker’s compensation claims were reported and discussed.

**Accounting Review**

October 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 over the previous month. Navistar rejected the claims submitted and the department is working with Corporation Counsel on the appeal.

**Interviews for Design Consultant – Kowald Road Bridge Project**

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**CLOSED SESSION**

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Motion made by St. Maurice, second by Koch, to go into closed session at 8:59 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 conducting other specified public business, whenever competitive or bargaining reasons require a closed session.” [Interviews for Design Consultant – Kowald Road Bridge Project]. If the Committee goes into closed session, it will return to open session.

ROLL CALL VOTE: Ayes: 3, as follows: Koch, St. Maurice, and Foley.  
Noes: 0

Susan Fisher, Chris Hardy, Traci Horn, and James Nelson (Town of Scott) were present in closed session.

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**OPEN SESSION**

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Motion by St. Maurice, second by Koch, the Committee reconvened in open session at 10:25 a.m.  
Motion unanimously carried.  
No action was taken in closed session.

**Recommendation for Award of Kowald Road Bridge Design Contract**

Proposals had previously been received and reviewed. Quality Based Selection results of the interview are (in order of preference):

1. Jewell Associates Engineers, Inc.
2. OMNI Associates
3. Ayres Associates, Inc.


Motion by St. Maurice, second by Foley, to recommend Wisconsin DOT award the Kowald Road Bridge Design Contract to Jewell Associates Engineers, Inc. Motion carried.

**Adjournment**

The next regularly scheduled meeting will be January 7, 2021 at 8:00 a.m.

Motion made by St. Maurice, second by Koch, to adjourn at 10:46 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