

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, JUNE 9, 2016 AT 9:00 A.M.
HIGHWAY DEPARTMENT CONFERENCE ROOM
1342 COUNTY ROAD "F", ADAMS, WI**

MEMBERS PRESENT: Larry Babcock ~ Chairperson
Dan Wysocky ~ Vice-Chairperson
Mark Hamburg
Larry Borud
Gordy Carlson

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Donald Bjorge,
Dave Selissen and Scott Whitsett

CALL MEETING TO ORDER: The Meeting of the Adams County Highway Department Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, June 9, 2016.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, WYSOCKY, HAMBURG, BORUD AND CARLSON.
ALL MEMBERS PRESENT.

APPROVAL OF AGENDA: *Motion by Wysocky to approve the Agenda as presented, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS:

- Review & Act on Truck Equipment Bids
- Review & Act on Timbers-Selissen-Rudolph Land Specialist Agreement for CTH P (CTH B to CTH G) Land Acquisitions
- Review & Approve County Road P (CTH B to CTH G) Right-of-Way Plat, Relocation Order & Final Design Plan

APPROVAL OF MINUTES OF LAST MEETING (MAY 12, 2016): *Motion by Carlson to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for May 12, 2016 Regular Monthly Meeting, second by Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON TRUCK EQUIPMENT BIDS: The following bids were received for the Truck Equipment:

Universal Truck	\$139,988.00
Monroe Truck	\$143,917.00

Highway Committee & Commissioner reviewed the truck equipment bids and options. *Motion by Hamburg to award the truck equipment bid to Universal Truck for the 304 stainless \$139,988.00, plus option 3, truck underbody pans \$697.00, for a total amount of \$140,685.00, second by Carlson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON TIMBERS-SELISSEN-RUDOLPH LAND SPECIALIST AGREEMENT FOR CTH P (CTH B TO CTH G) LAND ACQUISITIONS: : Highway

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Committee reviewed an agreement with Timber-Selissen-Rudolph Land Specialist for the County Road P (CTH B to CTH G) land acquisition services. *Motion by Hamburg to accept the agreement for Land Acquisition Services for County Road P (CTH B to CTH G) with Timbers-Selissen-Rudolph Land Specialists Inc. for an amount of \$62,220.00, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON CTH Z & CTH C TRANSFER OF PROPERTY - KILPS: Highway Committee reviewed the proposal to transfer county property to Kilps. Highway would gain more right-of-way from Mr. Kilps and Mr. Kilps would gain Highway property that will not be needed for right-of-way. This exchange of property would increase right-of-way at the Northeast corner of CTH Z & CTH C. *Motion by Wysocky to move forward with the transfer of properties as provided on parcel map and to approach property owner with a cost share for survey, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON COUNTY ROAD P (CTH G TO MARQUETTE COUNTY LINE) RIGHT-OF-WAY PLAT REVISION: Highway Committee reviewed the Right-of-Way Plat Revision for the County Road P (CTH G to Marquette County Line) Project. Change was made to page 75, with revisions to TLE Entrance 3, 13 & 16. *Motion by Wysocky to approve the County Road P (CTH G to Marquette County Line) Right-of-Way Plan Revision as present to the TLE Entrance 3, 13 and 16, second by Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON COUNTY ROAD P (CTH G TO MARQUETTE COUNTY LINE) ADMINISTRATIVE REVISIONS, OFFERING PRICE REPORTS AND APPRAISALS: Highway Committee reviewed the Administrative Revisions for Parcel 12 and Parcel 38 as recommended by Timbers-Selissen-Rudolph Land Specialists. *Motion by Hamburg, second by Wysocky to approve the County Road P Administrative Revision for:*

- *Parcel #12, for an increase of \$1,400.00, total amount \$5,000.00*
- *Parcel #38, for an increase of \$1,700.00, total amount \$10,100.00*

VOICE VOTE. ALL IN FAVOR. MOTION CARRIED.

REVIEW & ACT ON RESOLUTION TO SUPPORT SUSTAINABLE TRANSPORTATION FUNDING: Highway Committee reviewed a Resolution to support sustainable transportation funding, which was created by WCHA and presented to Counties. *Motion by Carlson to approve and forward to County Board a Resolution to Support Sustainable Transportation Funding, second by Babcock. VOICE VOTE, 4 - YES, 1 - NO. HAMBURG VOTING NO. MOTION CARRIED.*

REVIEW & APPROVE COUNTY ROAD P (CTH B TO CTH G) RIGHT-OF-WAY PLAT, RELOCATION ORDER & FINAL DESIGN PLAN: Highway Committee reviewed the County Road P (CTH B to CTH G) Right-of-Way Plat, Relocation Order and Final Design Plans as presented by Jewels Associates. *Motion by Hamburg to approve the Right-of-Way Plat, Relocation Order and Final Design Plans, as prepared by Jewels Associates for County Road "P" Road Construction Project between County Road B and County Road G, second by Borud. VOICE VOTE, ALL IN FAVOR, MOTION CARRIED.*

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REVIEW & ACT ON COUNTY FUNDED CONSTRUCTION PROJECT ~ COUNTY ROAD Z (ALPINE TO APACHE AVE): Highway Commissioner reviewed with the Committee the advantages and disadvantages of tying a county funded construction project on County Road Z between Alpine to Apache Avenue with the State construction project. *Motion by Hamburg to not have a County funded construction project on County Road Z (Alpine to Apache Ave) be a part of the State Dept. of Transportation STP Project on County Road Z (Alpine to Wood County Line), and that this item be placed back on the July Agenda for further discussion, second by Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

DISCUSS FUEL PURCHASES: Highway Commissioner informed the Committee that Allied would like to see the fuel for Highway put out for bids, as they would be interested in submitting a bid. Fuel is a supply and not required to be bid. Highway did bid fuel out in 2013 and successful bidder Scully Oil Company, has continued to honor that bid and has made no changes or adjustments to that bid. *Motion by Hamburg to advertise for fuel bids, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

UPDATE COMMITTEE ON CTH Z TRANSFER OF PROPERTY – DEREN: Highway Commissioner updated the Committee on the County Z transfer of property as previously voted on at the May Highway Committee Meeting:

- Owner has contacted MSA to do survey
- Notified owner that survey would need to be forwarded to Highway Department to draft a Resolution for Committee and County Board approval

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- State Road 13 mowing brush
- Grading Town of New Chester
- Crack Filling CTH A (CTH B to CTH G)
- Crack Filling STH 21 (STH 13 to 3rd Lane) PBM Contract
- Crack Filling STH 13 (Columbia County Line to Gillette Ave) DMA Contract
- 55 MPH Speed Plates
- Wash Bay Construction
- Seal Coat Schedule / CTH O & CTH A

FINANCIAL REPORT: *Motion by Wysocky to approve the May 2016 Financial Report as presented, second by Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

VOUCHERS: The Highway Department monthly check summary report was presented to the Committee for review. *Motion by Wysocky to approve the Monthly Check Summary report as presented, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- ATV Routes on County Roads
- CTH A Overlay
- County Road Z (Alpine to Apache Ave) County Funded Constructed Project

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
JUNE 9, 2016 ~ 9:00 A.M.**

SET NEXT MEETING DATE AND ADJOURN: *Motion by Borud, second by Hamburg, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, July 14, 2016 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 11:40 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE