

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE**

**THURSDAY, NOVEMBER 10, 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, Bob Buerger, Bob Legate, James Gourlie, Richard Phelps, Eric Edwards, Scott Whitsett, Joe Havlik, Nancy Dix, Jerry Wiessinger, Barb & Paul Bonde, Gene Kussart, Mary Finari, Dennis Edwards, Don & Cindy O'Brien, Dennis & Wanda Miller, Jim Sheppard, Larry Bennett, Fran Dehmlow, Kevin Garrigan, Susan Greeno-Eichinger, Jim Dearth, Michael Lord and Frank Mozer.

**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, November 10, 2016.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

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

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

**PUBLIC PARTICIPATION ON AGENDA ITEMS:**

- REVIEW & ACT ON STATE OF WIS. DEPT. OF TRANSPORTATION RMA (ROUTINE MAINTENANCE AGREEMENT)
- REVIEW & ACT ON ADAMS COUNTY ORDINANCE ESTABLISHING ATV / UTV HIGHWAY CROSSING / ROUTES
- COUNTY ROAD M (11<sup>TH</sup> AVENUE – MARQUETTE COUNTY LINE) UPDATE ~ JEWELL

**APPROVAL OF MINUTES OF LAST MEETING (OCTOBER 13, 2016):** *Motion by Hamburg to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for October 13, 2016 Regular Monthly Meeting, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON STATE OF WIS. DEPT. OF TRANSPORTATION RMA (ROUTINE MAINTENANCE AGREEMENT):** Kevin Garrigan from the Wis. Dept. of Transportation was present to review with the Committee and Commissioner the 2017 State Routine Maintenance Agreement and explained the slight decrease and thanked the Committee

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for working with WisDOT. *Motion by Hamburg to approve and sign the 2017 State Routine Maintenance Agreement (RMA) as presented in the amount of \$662,300.00, second by Carlson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON 2017 COMPOSITE RATE AGREEMENT FOR WINTER MAINTENANCE EQUIPMENT:** *Motion by Carlson to approve and sign an agreement authorizing Adams County to use Composite Rates as set by State D.O.T. for the 2017 Winter Maintenance snow plow trucks, second Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED*

**REVIEW & ACT ON COUNTY ROAD G DISASTER DAMAGE AIDS PETITION:** Highway Commissioner explained that the culvert wash out on County Road G does not qualify for FEMA Funds as this road is a major collector, but will qualify for Disaster Damage Aids through the Wisconsin Department of Transportation at a 75% reimbursement. *Motion by Hamburg to authorize the Highway Commissioner to sign a Disaster Damage Aids Petition for County Road G culvert repairs, due to the flooding and to forward petition to the Wisconsin Department of Transportation, second by Carlson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON ADAMS COUNTY ORDINANCE ESTABLISHING ATV / UTV HIGHWAY CROSSING / ROUTES:** Highway Committee Member Hamburg introduced the ATV/UTV Highway Crossing / Routes Ordinance. The ordinance was discussed among the committee along with comments and input from citizens in attendance. *Motion by Hamburg to approve and forward to County Board the ATV/UTV Highway Crossing / Routes Ordinance, second by Carlson. ROLL CALL VOTE: Borud ~ YES, Carlson ~ YES, Wysocky ~ NO, Hamburg ~ YES and Babcock ~ YES. MOTION CARRIED.*

**COUNTY ROAD M (11<sup>TH</sup> AVENUE – MARQUETTE COUNTY LINE) UPDATE ~ JEWELL:** Scott Whitsett representative from Jewell updated the Highway Committee and Commissioner on the County Road M (11<sup>th</sup> Avenue – Marquette County Line) Project:

- Working on surveying
- Soil Borings Complete
- Wetland delineation complete between 11<sup>th</sup> Avenue to 7<sup>th</sup> Avenue, will continue wetland delineations next year as the DNR has regulations as to when this can be done.

**REVIEW & ACT ON CTH Z (ALPINE DRIVE TO WOOD COUNTY LINE) TASK ORDER AMENDMENT NO. 1 / MI-TECH SERVICES INC. / RIGHT OF WAY PLAT:** Highway Commissioner explained to the Committee the Task Order Amendment No. 1 for the County Road Z (Alpine Drive to Wood County Line) Project, as the WisDOT is now requiring a new Right of Way Plat to be completed for this project and it was not previously identified as needed to be completed again, so therefore this was not included in the original agreement. *Motion by Carlson to approve Task Order Amendment No. 1 for County Road Z (Alpine Drive to Wood County Line) Project for an amount of \$15,350.00 to revise and prepare a Right of Way Plat, second by Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

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**REVIEW & ACT ON GENERAL ENGINEERING AGREEMENT:** Highway Committee discussed the General Engineering Agreement and if the county wants to continue with an agreement or hire a consultant when needed. *Motion by Hamburg to have AECOM provide a General Engineering Agreement for a one year extension and the Committee will review and act on at the next Highway Committee Meeting, second by Carlson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON COUNTY ROAD P (CTH B TO CTH G) CONSTRUCTION OVERSIGHT:** *Motion by Hamburg to have AECOM provide to the Committee a Construction Oversight Agreement for the County Road P (CTH B to CTH G) Project, as they are currently under contract for the County Road P (CTH G to Marquette County Line) Project, 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 Revision for Parcel 4 and Offering Price Reports and Appraisals for Parcels: 13 & 37 as recommended by Timbers-Selissen-Rudolph Land Specialists. *Motion by Hamburg, second by Borud to approve the County Road P (CTH G to Marquette County Line) Administrative Revision, Offering Price Reports and Appraisals for:*

- *Parcel #4, for an increase of \$50.00, total amount \$100.00 Administrative Revision*
- *Parcel #13     \$2,700.00 Offering Price Report / Appraisal*
- *Parcel #37     \$250.00 Offering Price Report / Appraisal*

*VOICE VOTE. ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON COUNTY ROAD P (CTH B TO CTH G) ADMINISTRATIVE REVISIONS, OFFERING PRICE REPORTS AND APPRAISALS** Highway Committee reviewed the Administrative Revision for Parcel 28 and Offering Price Reports and Appraisals for Parcels: 20, 26 & 30 as recommended by Timbers-Selissen-Rudolph Land Specialists. *Motion by Hamburg, second by Babcock to approve the County Road P (CTH B to CTH G) Administrative Revision, Offering Price Reports and Appraisals for:*

- *Parcel #28, for an increase of \$1,500.00, total amount \$7,500.00 Administrative Revision*
- *Parcel #20     \$3,700.00 Offering Price Report / Appraisal*
- *Parcel #26     \$3,200.00 Offering Price Report / Appraisal*
- *Parcel #30     \$4,900.00 Offering Price Report / Appraisal*

*VOICE VOTE. 4 ~ IN FAVOR & 1 ~ ABSTAINED: BORUD. MOTION CARRIED.*

**REPORT ON HIGHWAY DEPARTMENT OPERATIONS:**

- Waupaca County Painting / more work added
- Hauling Sand to mix salt sand
- Update on Wash Bay
- WisDOT Painting / more work added
- Mowing roadside with boom
- Seven Sisters Gravel Pit Agreement

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- CTH XX is a minor collector road so culvert repairs will be submitted for FEMA funding

**FINANCIAL REPORT:** *Motion by Wysocky to approve the October 2016 Financial Report as presented, second by Hamburg. 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:** NONE

**SET NEXT MEETING DATE AND ADJOURN:** *Motion by Borud, second by Carlson, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, December 8, 2016 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 11:08 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**