

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, APRIL 12, 2012 AT 8:00 A.M.
HIGHWAY DEPARTMENT CONFERENCE ROOM
1342 COUNTY ROAD "F", ADAMS, WI**

MEMBERS PRESENT: Larry Babcock, Chairperson
Florence Johnson, Vice-Chairperson
Patrick Gatterman, Secretary
Dean Morgan

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Donnie Bjorge,
Jay Weidman, Les Olson, Gene Kussart, Steve Dougherty,
Dustin Preble and Brandee Alderman

MEMBERS ABSENT: Michael Keckeisen ~ Excused
Alexandria Beckman, SAYL Member ~ Excused

CALL MEETING TO ORDER: The Meeting of the Adams County Highway Department Committee was called to order by Chairperson – Larry Babcock at 8:00 A.M., on Thursday, April 12, 2012.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, JOHNSON, GATTERMAN AND MORGAN AND KECKEISEN. **MEMBERS ABSENT/EXCUSED:** KECKEISEN AND BECKMAN

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

APPROVAL OF MINUTES OF LAST MEETING (MARCH 8, 2012 REGULAR MONTHLY MEETING): *Motion by Morgan to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for MARCH 8, 2012 Regular Monthly Meeting, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: Public participation was requested for the following Agenda item:

- Donohue Associates ~ Gene Kussart
- Review & Act on County Road "E" Hill Cut Construction Bids
- Review & Act on Truck Bids
- Review & Act on Truck Equipment Bids

DONOHUE ASSOCIATES ~ GENE KUSSART: Gene Kussart, Representative from Donohue Associates discussed his company's services with the Highway Committee and would like to be considered for future work with County. **NO ACTION OR MOTIONS MADE.**

REVIEW & ACT ON COUNTY ROAD "E" HILL CUT CONSTRUCTION BIDS: Steve Dougherty representing Gerke Excavating briefly explained to the Highway Committee the County Road "E" Hill Cut Construction bid that his company submitted. Dustin Preble

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representing D. L. Gasser Construction briefly explained to the Highway Committee the County Road "E" Hill Cut Construction bid that his company submitted. ***Motion by Gatterman to award the County Road "E" Hill Cut Construction to Gerke Excavating for an amount of \$901,529.90 and accepting Alternate 1A (Use of Adams County Highway Department Trucks & Drivers during gravel placement Shoulders) Alternate 1B (Use of Adams County Highway Department Trucks & Drivers during gravel placement for Road Bed) which would be a deduct of \$34,850.00 making the actual bid award amount \$866,679.90, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***
(BID TABS ATTACHED TO MINUTES)

REVIEW & ACT ON TRUCK BIDS: The following bids were received for the Tandem-Axle Truck:

MID-STATE TRUCK / IH 5600I	\$129,853.92
BADGER TRUCK / WESTERN STAR 4700	\$126,227.00
WISCONSIN KENWORTH / T800	\$143,465.50
SCAFFIDI TRUCK / MACK GU 813	\$122,998.00

Jay Weidman representing Mid-State Truck briefly explained to the Highway Committee the truck bid that his company submitted. ***Motion by Gatterman to accept the bid from Mid-State Truck for the amount of \$129,853.92 as being in the best interest of Adams County, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

REVIEW & ACT ON TRUCK EQUIPMENT BIDS: REVIEW & ACT ON EQUIPMENT BIDS FOR TRUCK: The following equipment bids were received:

Universal/201 Stainless	\$103,428.00	(Did not meet specifications)
Universal/304 Stainless	\$107,878.00	(Did meet specifications)
Monroe/Stainless	\$120,927.00	(Did meet specifications)

Donnie Bjorge representing Universal Equipment briefly explained to the Highway Committee the equipment bid that his company submitted. ***Motion by Gatterman to award the truck equipment bid to Universal Equipment for the 304 Stainless for an amount of \$107,878.00 as being in the best interest of Adams County, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

APPROVAL TO ADVERTISE FOR PICKUP TRUCK BID: ***Motion by Johnson to authorize the Highway Commissioner to advertise for pickup truck bids, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

REVIEW & APPROVE COUNTY ROAD "Z" (18TH LANE TO WOOD COUNTY LINE) APPRAISALS, JURISDICTIONAL OFFERS, ADMINISTRATIVE REVISIONS, CONDEMNATIONS & OFFERING PRICE REPORTS: ***Motion by Johnson to approve the Offering Price Report/Appraisal for parcel 233 and the Administrative Revision Reports for parcels: 2, 17, 43C, 68, 77, 105, 158, 189 & 205 as prepared by Timber-Selissen Land Specialist on the County Road "Z" (18th Lane to Wood County Line) Project, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

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REVIEW & APPROVE COUNTY ROAD “E” LIVING SNOW FENCE ~ RELOCATION ORDER & SALES STUDY / NOMINAL PAYMENT PARCEL REPORT: *Motion by Gatterman to approve the Relocation Order/Sales Study and Nominal Payment Parcel Report for the County Road “E” Living Snow Fence Project as prepared by Timber-Selissen Land Specialist, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

COUNTY ROAD “G” BRIDGE CONSTRUCTION: *Motion by Morgan to table this agenda item until the May 2012 Highway Committee Meeting, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON 2011 ACTUAL EQUIPMENT CHARGES FOR TOWN SNOW REMOVAL: *Motion by Johnson to table this agenda item until the May 2012 Highway Committee Meeting, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON LETTER OF SUPPORT FOR SAFE ROUTES TO SCHOOL: *Motion by Gatterman to approve the letter of support for safe routes to school, which is addressed to North Central Regional Planning Commission for grant purposes, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

ACT ON LETTER OF RETIREMENT FOR HIGHWAY EMPLOYEE: Highway Employee Robert Rudolph submitted a letter of resignation effective June 1, 2012. *Motion by Gatterman to accept the letter of resignation effective June 1, 2012 for highway employee Robert Rudolph, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

APPROVE PERSONNEL REQUISITION FORM TO FILL VACANT HIGHWAY POSITION: *Motion by Johnson to approve the Personnel Requisition form to fill the vacant highway position, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

ASE CERTIFICATIONS: *Motion by Morgan to table this agenda item until the May 2012 Highway Committee Meeting, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

WORK WEEK HOURS: Discussed the 10 hour day work week schedule with Highway Committee and anticipated start day of April 23, 2012.

SAFETY ROADEO: Discussed the three county (Adams / Juneau / Wood) Safety Roadeo and whether the Adams County Highway Department will be participating. Highway Committee recommended that Adams County Highway Department continues participating in the Safety Roadeo. The Safety Roadeo will be held at Juneau County Highway Department this year; date is unknown at this time, usually held in the fall.

HIGHWAY COMMITTEE MEMBERS REORGANIZATION: NO DISCUSSION / NO ACTION TAKEN

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REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- CTH “G” Brushing wood disposal advertisement
- Shoulder Maintenance
- Remove Snow Fence
- Employee Handbook
- Legislative Breakfast
- State Road 13 Paving

FINANCIAL REPORT: *Motion by Gatterman to approve the March 2012 Financial Report as audited, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

VOUCHERS: The Highway Department monthly check summary report was presented to the Committee for review. Committee members reviewed the April 9, 2012, Monthly Check Summary Report that is provided to the Highway Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Gatterman to approve the Monthly Check Summary report as presented, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- County Road “G” Bridge Construction
- Review & Act on 2011 Actual Equipment Charges for Town Snow Removal
- ASE Certifications

SET NEXT MEETING DATE AND ADJOURN: *Motion by Johnson, second by Babcock, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, May 10, 2012 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 10:47 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

**BID FORM
CTH E HILL CUT, ADAMS COUNTY WI**

ITEM	TYPE OF WORK	EST. QUANTITY		Gerke Excavating		D.L. Gasser Construction		Integrity Grading	
				UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
0001	Traffic Control	1	LS	\$ 12,700.00	\$ 12,700.00	\$ 3,800.00	\$ 3,800.00	\$ 500.00	\$ 500.00
0002	Temporary Ditch Checks	240	LF	\$ 9.00	\$ 2,160.00	\$ 10.00	\$ 2,400.00	\$ 6.50	\$ 1,560.00
0003	Salvaged Topsoil	14500	SY	\$ 0.50	\$ 7,250.00	\$ 0.50	\$ 7,250.00	\$ 0.43	\$ 6,235.00
0004	Pulverize Asphalt	27750	SY	\$ 0.37	\$ 10,267.50	\$ 0.60	\$ 16,650.00	\$ 0.35	\$ 9,712.50
0005	Existing Asphalt / Base Removal & Placement	3600	SY	\$ 0.81	\$ 2,916.00	\$ 0.81	\$ 2,916.00	\$ 3.43	\$ 12,348.00
0006	Excavation Cut	62000	CY	\$ 2.09	\$ 129,580.00	\$ 2.09	\$ 129,580.00	\$ 5.11	\$ 316,820.00
0007	Base Aggregate Dense 3/4"	4565	Ton	\$ 10.26	\$ 46,836.90	\$ 11.60	\$ 52,954.00	\$ 11.60	\$ 52,954.00
0008	Base Aggregate Dense 1-1/4"	23720	Ton	\$ 9.19	\$ 217,986.80	\$ 9.60	\$ 227,712.00	\$ 9.50	\$ 225,340.00
0009	Grading Shaping Mainline	2.15	Miles	\$ 2,850.00	\$ 6,127.50	\$ 4,173.00	\$ 8,971.95	\$ 4,173.00	\$ 8,971.95
0010	Grading Shaping Intersections	3	EA	\$ 1,020.00	\$ 3,060.00	\$ 717.00	\$ 2,151.00	\$ 717.00	\$ 2,151.00
0011	Asphalt	8700	TON	\$ 50.45	\$ 438,915.00	\$ 49.45	\$ 430,215.00	\$ 49.45	\$ 430,215.00
0012	Erosion Mat Class I Type B	1720	SY	\$ 1.21	\$ 2,081.20	\$ 1.00	\$ 1,720.00	\$ 1.41	\$ 2,425.20
0013	Erosion Mat Class II Type B	8850	SY	\$ 1.84	\$ 16,284.00	\$ 1.65	\$ 14,602.50	\$ 1.40	\$ 12,390.00
0014	Seed, Fertilize & Mulch	14500	SY	\$ 0.37	\$ 5,365.00	\$ 0.34	\$ 4,930.00	\$ 0.46	\$ 6,670.00
GRAND TOTAL =				\$	901,529.90		\$ 905,852.45		\$ 1,088,292.65
ALT. 1A	USE OF ADAMS COUNTY HIGHWAY DEPT. TRUCKS & DRIVERS DURING GRAVEL PLACEMENT (SHOULDERS)	1	LS	DEDUCT =	\$ 6,100.00	DEDUCT =	\$ 6,000.00	DEDUCT =	\$ -
ALT. 1B	USE OF ADAMS COUNTY HIGHWAY DEPT. TRUCKS & DRIVERS DURING GRAVEL PLACEMENT (ROAD BED)	1	LS	DEDUCT =	\$ 28,750.00	DEDUCT =	\$ 21,000.00	DEDUCT =	\$ -
ALT. 1C	USE OF ADAMS COUNTY HIGHWAY DEPT. TRUCKS & DRIVERS DURING PAVING	1	LS	DEDUCT =	\$ 11,000.00	DEDUCT =	\$ 11,000.00	DEDUCT =	\$ 11,000.00
TOTAL MINUS ALL DEDUCTS =				\$	855,679.90		\$ 867,852.45		\$ 1,077,292.65