

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, JULY 14, 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

MEMBER ABSENT: Gordy Carlson ~ Excused

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Jerry Marks, Bob Buerger, Ron Peterson, Clarence Kirkvold, Bob Legate, B. Ramsden, Jay Knoke, Wayne & Sally Spletter, Jim Eidler, Ron Lyman, Harold Stewart, Bev & Bob Sweet, Don & Vicki Moat, Joe Havlik, Nancy Dix, Troy Gagner, Scott Whitsett, James Dearth, Jim Sheppard, Mike McGuire, Mike Clark, Don O'Brien, Jerry Wiessinger, Jim Noeske, Keith Bylewski, Cliff Huff, Jeff Scully, Paul & Barb Bonde and Larry Bennett.

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, July 14, 2016.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, WYSOCKY, HAMBURG AND BORUD. ABSENT: CARLSON ~ EXCUSED

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

PUBLIC PARTICIPATION ON AGENDA ITEMS:

- Review & Act on County Road M (11th Ave. to Marquette County Line) Design Contract
- Review & Act on Fuel Bids
- Discuss ATV Routes on County Roads

APPROVAL OF MINUTES OF LAST MEETING (JUNE 9, 2016): *Motion by Hamburg to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for June 9, 2016 Regular Monthly Meeting, second by Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

APPROVE TYPO CORRECTION TO THE APRIL 14, 2016 HIGHWAY COMMITTEE MINUTES: *Motion by Wysocky to correct the Highway Committee Meeting Minutes from the April 14, 2016 meeting, agenda item: Review & Act on Construction & Maintenance Projects, the CTH G should be CTH B, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
JULY 14, 2016 ~ 9:00 A.M.**

***MOTION BY HAMBURG TO DEVIATE FROM THE AGENDA TO ADDRESS
ITEM #19 ~ DISCUSS ATV ROUTES ON COUNTY ROADS, SECOND
BY BORUD. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

DISCUSS ATV ROUTES ON COUNTY ROADS:

- Highway Commissioner talked about the existing ATV Ordinance and why this item was placed on the agenda, as requested by Supervisors Carlson and Hamburg.
- Committee Member Hamburg talked about ATV's on the road. Previously this was discussed on CTH Z and church was not in favor of ATV's on CTH Z
- Jerry Wiessinger stated that the Town of Rome would be in favor of ATV's on the road in certain areas.
- Ron Peterson was present representing the Monroe ATV Club
- Harold Stewart was in favor of opening roads especially on CTH Z area.
- Jim Eidler talked about noise levels, cars & ATV's have the same noise levels, exit to south from Blackhawk Avenue not Bighorn.
- Jerry Marks, Town of Monroe would prefer to keep the ATV's away from the lake and boat launch areas.
- Committee Member Borud stated that the Town of Jackson would be in favor of ATV's on County Roads.
- Talked about deadline that something gets done. Citizens requested the Committee place deadlines for them to act. Committee said that this item will be back on next month's agenda with (Discuss and Act on).

***MOTION BY BORUD TO RETURN TO THE ORIGINAL AGENDA, SECOND BY
HAMBURG. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

REVIEW & ACT ON COUNTY ROAD A (STATE ROAD 13 TO CTH B)

OVERLAY BIDS: Bid tabulations attached to minutes. Highway Committee reviewed the bids that were submitted by D.L. Gasser and Scott Construction for the County Road A (State Road 13 to CTH B) overlay project. ***Motion by Hamburg to award the County Road A (State Road 13 to CTH B) overlay project to D.L. Gasser Construction based on actual quantities, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

REVIEW & ACT ON COUNTY ROAD M (11TH AVE. TO MARQUETTE

COUNTY LINE) DESIGN CONTRACT: Attached to minutes is a tabulation comparison spreadsheet for the eight Design Contracts that were received for the CTH M (11th Ave. to Marquette County Line) Project. ***Motion by Hamburg to interview four firms on July 28, 2016, with interviews not to exceed 30 minutes per company: 1) Fleming, Andre & Assoc. 2) Corre 3) Mi-Tech 4) Jewell, second by Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

REVIEW & ACT ON FUEL BIDS: Reviewed two bids for fuel: Allied Cooperative & Scully Oil Company, attached to minutes is the spreadsheets for the bids that were submitted. ***Motion by Borud to award the fuel bid to Scully Oil Company, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
JULY 14, 2016 ~ 9:00 A.M.**

REVIEW & ACT ON STP PROJECT ~ COUNTY ROAD Z (ALPINE DRIVE TO WOOD COUNTY LINE) ENGINEERING DESIGN CONTRACT / MI-TECH SERVICES INC.: Design for the County Road Z STP Project is with MI-Tech and the plans have to be updated for this project as outlined by WIDOT. *Motion by Hamburg to approve the Engineering Design Contract with MI-TECH Service for the County Road Z (Alpine Drive to Wood County Line) STP Project for an amount of \$107,620.00, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON COUNTY ROAD P (CTH B TO CTH G) NOMINAL PARCEL PAYMENT REPORT: Attached is the Nominal Parcel Payment Report, offers are based off the Sales Study from the CTH P (CTH G to Marquette County Line). Timbers-Selissen-Rudolph Land Specialist did research recent sales and found that the previous sales study was still relevant and recommends that it be used for this section of CTH P. *Motion by Hamburg to approve the County Road P (CTH B to CTH G) Nominal Parcel Payment Report as presented, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON COUNTY ROAD A (STH 13 TO CTH B) OVERLAY OVERSIGHT / AECOM ~ TASK ORDER: Highway Committee reviewed the County Road A (STH 13 to CTH B) Overlay Oversight Task Order submitted by AECOM. *Motion by Borud to approve the County Road A (STH 13 to CTH B) Overlay Oversight Task Order submitted by AECOM for an amount of \$19,750.00, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON COUNTY ROAD P (CTH G TO MARQUETTE COUNTY LINE) CONSTRUCTION OVERSIGHT / AECOM ~ CHANGE ORDER: Highway Committee reviewed the County Road P (CTH G to Marquette County Line) Construction Oversight Change Order submitted by AECOM. *Motion by Hamburg to approve the County Road P (CTH G to Marquette County Line) Construction Oversight Change Order submitted by AECOM, changes made to dates of construction and completion of project, second by Wysocky. 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 Offering Price Reports and Appraisals for Parcels: 3, 9, 11, 16, 19, 32, 39 & 41. *Motion by Hamburg, second by Borud to approve the Offering Price Reports and Appraisals for the County Road P (CTH G to Marquette County Line) Construction Projects as presented:*

<i>Parcel #3</i>	<i>\$29,100.00</i>
<i>Parcel #9</i>	<i>\$9,400.00</i>
<i>Parcel #11</i>	<i>\$15,600.00</i>
<i>Parcel #16</i>	<i>\$1,250.00</i>
<i>Parcel #19</i>	<i>\$350.00</i>
<i>Parcel #32</i>	<i>\$8,000.00</i>
<i>Parcel #39</i>	<i>\$23,650.00</i>
<i>Parcel #41</i>	<i>\$18,650.00</i>

VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
JULY 14, 2016 ~ 9:00 A.M.**

REVIEW & ACT ON COUNTY FUNDED CONSTRUCTION PROJECT ~ COUNTY ROAD Z (ALPINE TO APACHE AVE): *Motion by Wysocky to move forward with the County Road Z (Alpine to Apache Ave) Construction Project, funded 100% with County Funds with projected construction for the year 2018, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & APPROVE THE STATE DEPARTMENT OF TRANSPORTATION STP (SURFACE TRANSPORTATION PROGRAM) RURAL PROJECT AGREEMENT / COUNTY ROAD Z (ALPINE DRIVE TO WOOD COUNTY LINE): Highway Committee reviewed the WIDOT STP Rural Project agreement for County Road Z (Alpine Drive to Wood County Line) Project, with construction project for year 2018. This project is *Motion by Hamburg to authorize the Highway Commissioner to sign the WIDOT STP Rural Project Agreement for County Road Z (Alpine Drive to Wood County Line) Project, for an amount not to exceed \$2,600,064.00, second by Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PRIORITIZE COUNTY ROAD CONSTRUCTION PROJECTS FOR BUDGET PURPOSES: *Motion by Hamburg, second by Borud to prioritize the county road construction projects for budget purposes as:*

- 1) *CTH P*
- 2) *CTH Z finish the 4 miles (18th to Apache)*
- 3) *CTH M*

VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

UPDATE COMMITTEE ON CTH Z TRANSFER OF PROPERTY – DEREN: MSA has just finished the Certified Survey, next month a Resolution will be reviewed and acted on by Highway Committee and if approved will be forwarded to County Board.

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Mowing
- Seal Coat Portage County
- Seal Coat Adams County
- Wash Bay
- Painting, NC, SW, Wood County, Adams County, Waupaca County
- Paint Claim

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

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

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
JULY 14, 2016 ~ 9:00 A.M.**

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- CTH Z (Design Agreement (Alpine to Apache Ave.) MI-TECH
- Review & Act on ATV Ordinance
- 2017 Proposed Budget
- CTH P (CTH G to Marquette County Line) Construction

SET NEXT MEETING DATE AND ADJOURN: *Motion by Hamburg, second by Borud, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, July 28, 2016 at 8:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 10:55 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE