

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE**

**THURSDAY, JUNE 12, 2014 AT 9:00 A.M.  
HIGHWAY DEPARTMENT CONFERENCE ROOM  
1342 COUNTY ROAD "F", ADAMS, WI**

**MEMBERS PRESENT:** Larry Babcock ~ Chairperson  
Florence Johnson ~ Vice-Chairperson  
Jake Roseberry  
Dan Wysocky

**OTHERS PRESENT:** Patrick Kotlowski ~ Highway Commissioner, Ken Wagner,  
Bob Buerger, John Traxler and Everett Johnson.

**MEMBER ABSENT:** Mark Hamburg ~ Excused

**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 12, 2014.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL:** BABCOCK, JOHNSON, ROSEBERRY AND WYSOCKY. MEMBER ABSENT: HAMBURG ~ EXCUSED.

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

**APPROVAL OF MINUTES OF LAST MEETING (MAY 8, 2014):** *Motion by Johnson to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for May 8, 2014 Regular Monthly Meeting, second by Roseberry. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS: NONE**

**DISCUSS AND/OR ACT ON WILLIAM HOOYMAN ~ 626 COUNTY ROAD O COMPLAINT:** Highway Committee viewed the Adams County Planning & Zoning Wetland Map for the Hooyman property that is located on County Road O. Adams County Corporation Counsel was present and recommended that a letter be drafted and sent to William Hooyman concerning his issues. *Motion by Wysocky to have the Adams County Corporation Counsel notify by letter that the county will not be able to assist William Hooyman in any way with his water concern, as this property has been delineated as wetlands, second by Roseberry. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON TOWN OF ADAMS CERTIFIED LETTER REFERENCE RUN-OFF FROM THE COUNTY HIGHWAY FACILITY LOCATED AT 1342 COUNTY ROAD F:** The Adams County Highway Department received a certified letter from the Town of Adams concerning run-off from the County Highway Facility located at 1342 County Road F. Highway Committee reviewed some aerial maps and photographs, discussed the concern with the Adams County Corporation Counsel. Highway Commissioner had a telephone conversation

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with Town of Adams Chairperson Bays and discussed the run-off concerns as stated in the town letter. Adams County Corporation Counsel suggested that a letter be sent to the Town of Adams notifying them that the County does not feel that the 1342 County Road F facility is causing the problem.

**REVIEW & ACT ON COUNTY ROAD G CONSTRUCTION PROJECTS BIDS:**

- A) APACHE LANE TO BADGER DRIVE 310.087 LRIP (LOCAL ROAD IMPROVEMENT PROGRAM) PROJECT:** The Highway Committee reviewed the bids that were submitted for this project. *Motion by Johnson to award the bid to the lowest bidder, D.L. Gasser Construction, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.* Bid tabs for this project is attached to minutes.
- B) APACHE LANE TO BADGER DRIVE 310.087 COUNTY PROJECT:** The Highway Committee reviewed the bids that were submitted for this project. *Motion by Johnson to award the bid to the lowest bidder, Mashuda Contractors, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.* Bid tabs for this project is attached to minutes.
- C) BADGER DRIVE TO COUNTY ROAD C 310.088 COUNTY PROJECT:** The Highway Committee reviewed the bids that were submitted for this project. *Motion by Johnson to award the bid to the lowest bidder, D.L. Gasser Construction, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.* Bid tabs for this project is attached to minutes.

**REVIEW & ACT ON WOOD FOR SALE BIDS:** The following bids were received for the wood:

<b>FOR SALE: PULP LENGTH WOOD/BY BID ONLY</b>		
<b>Bid Opening 6/4/14 9 a.m.</b>	<b>1342 COUNTY ROAD F</b>	
<b>BIDDER</b>	<b>PINE</b>	<b>HARDWOOD</b>
Flynn, Gerald	\$ -	\$ 340.00
<b>Hansford Forest Products</b>	<b>\$ 360.00</b>	<b>\$ 680.00</b>
Bays, Shirley	\$ -	\$ 553.00
Bomkamp, Clark	\$ -	\$ 510.00

*Motion by Johnson to award the wood bids as presented to the highest bidder, Hansford Forest Products, second by Roseberry. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**PBM (PERFORMANCE BASE MAINTENANCE) AGREEMENT FOR RUBBER CRACK FILLING WITH STATE:** The State of Wisconsin Performance Base Maintenance Agreement for Rubber Crack Filling was reviewed and approved by the Adams County Corporation Counsel and Administrator Coordinator Director of Finance. This unsigned agreement for the amount of \$134,564.00 was sent to the State for their review and approval.

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**REVIEW & ACT ON CHANGE ORDER FOR PAVEMENT MARKING TRUCK:**

The Highway Committee reviewed the change orders for the pavement marking truck that was identified after the first meeting with EZ Liner. *Motion by Johnson to approve change orders: 1, 2 and 4 for the pavement marking truck as presented, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON TOWN OF COLBURN CULVERT AID PETITION:** *Motion by Johnson to approve the Culvert Aid Petition that was submitted by the Town of Colburn for 3<sup>rd</sup> Avenue for an amount of \$17,485.80, 50% share is : \$8,742.90 and to forward this petition to County Board to be acted on at the next County Board Meeting, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON TASK ORDER #2 AECOM ~ COUNTY ROAD G CONSTRUCTION OVERSIGHT:** Bob Buerger representing AECOM was present to explain Task Order #2 ~ County Road G Construction Oversight. *Motion by Wysocky to approve Task Order #2 ~ County Road G Construction Oversight with AECOM for the amount of \$118,516.95 second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**RESOLUTION TO RECOGNIZE JOHN EASTERLY FOR HIS YEARS OF SERVICE TO ADAMS COUNTY:** *Motion by Johnson to approve, sign and forward to County Board a Resolution Recognizing John Easterly for his Years of Service to Adams County, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**FIVE YEAR PLAN:** Highway Committee discussed the creation of a five year plan for the Highway Department as required by Resolution. The Committee has instructed the Highway Commissioner to start creating this plan, which may include funding sources and pavement conditions and to bring back a draft document to the Committee at the next monthly meeting.

**REPORT ON HIGHWAY DEPARTMENT OPERATIONS:**

- Cleared new County Road G & County Road O intersection right-of-way
- Reclaiming shoulders
- Patching
- Crack filling County Road B (CTH E to STH82)
- Mowing has just started
- Employee replacement process started due to resignation

**FINANCIAL REPORT:** *Motion by Wysocky to approve the May 2014 Financial Report as audited, second by Roseberry. 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 June 6, 2014, Monthly Check Summary Report that is provided to the Highway Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Wysocky to approve the Monthly Check Summary report as presented, second by Roseberry. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

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**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:**

- Five Year Plan

**SET NEXT MEETING DATE AND ADJOURN:** *Motion by Johnson, second by Roseberry, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, July 10, 2014 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 11:25 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

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