

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE**

**THURSDAY, NOVEMBER 12, 2015 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  
Mark Hamburg

**OTHERS PRESENT:** Patrick Kotlowski ~ Highway Commissioner, Bob Buerger,  
Kevin Garrigan, Jeff Hess and Everett Johnson.

**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 12, 2015.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL:** BABCOCK, JOHNSON, ROSEBERRY, WYSOCKY AND HAMBURG. ALL MEMBERS PRESENT.

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

**APPROVAL OF MINUTES OF LAST MEETING (OCTOBER 8, 2014):** *Motion by Hamburg to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for October 8, 2015 Regular Monthly Meeting, second by Wysocky. 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 GENERAL ENGINEERING CONTRACT

**REVIEW & ACT ON STATE OF WIS. DEPT. OF TRANSPORTATION RMA (ROUTINE MAINTENANCE AGREEMENT):** Jeff Hess and Kevin Garrigan from the Wis. Dept. of Transportation was present to review with the Committee and Commissioner the 2016 State Routine Maintenance Agreement and explained the slight decrease and thanked the Committee for working with WisDOT. *Motion by Wysocky to approve and sign the 2016 State Routine Maintenance Agreement (RMA) as presented in the amount of \$673,100.00, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON 2016 COMPOSITE RATE AGREEMENT FOR WINTER MAINTENANCE EQUIPMENT:** *Motion by Hamburg to approve and sign an agreement authorizing Adams County to use Composite Rates as set by State D.O.T. for the 2016 Winter Maintenance snow plow trucks, second Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
NOVEMBER 12, 2015 ~ 9:00 A.M.**

**REVIEW & ACT ON COUNTY ROAD P SALES STUDY:** Highway Commissioner briefly reviewed with the Highway Committee what the offering prices will be based off the County Road P Sales Study. (Sales Study is attached to Minutes) *Motion by Johnson to approve the County Road P Sales Study as prepared by Timbers-Selissen-Rudolph Land Specialist for County Road "P" Road Construction Project between County Road G and Marquette County Line, second by Roseberry. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON COUNTY ROAD P RIGHT-OF-WAY PLAT AND RELOCATION ORDER:** *Motion by Wysocky to approve the Right-of-Way Plat and Relocation Order, as prepared by Ayres Associates for County Road "P" Road Construction Project between County Road G and Marquette County Line, second by Roseberry. VOICE VOTE, ALL IN FAVOR, MOTION CARRIED.*

**REVIEW & ACT ON GENERAL ENGINEERING CONTRACT:** The Highway Committee reviewed the General Engineering Agreement with AECOM which extends the prior year agreement into the year 2016 with no increase in service fees. *Motion by Johnson to extend the General Engineering Agreement with AECOM for the year 2016, with no increase in service charges, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**ADAMS COUNTY PARKS DEPT / ATV ROUTE APPLICATION / CTH Z:** Highway Commissioner informed the Committee that an ATV Route request from the Adams County Parks Department was received and will be placed on the December Highway Committee Agenda for action. The ATV Route would be on County Road Z, between Bighorn Avenue and Blackhawk Avenue.

**REPORT ON HIGHWAY DEPARTMENT OPERATIONS:**

- Started boom mowing
- Snow Fence County and State
- Patching various roads
- Crackfilling CTH O (STH 13 to CTH G)
- Culvert replacement Town of Colburn
- Wash Bay draft
- Salt Sand Mixing
- Scale Maintenance
- Painting Portage County
- Additional Painting SW Region
- Tribal Transportation Conference attended by Commissioner

**FINANCIAL REPORT:** *Motion by Hamburg to approve the October 2015 Financial Reports as audited, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
NOVEMBER 12, 2015 ~ 9:00 A.M.**

**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.*

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:**

- ATV Route County Road Z
- County Road P Cross Section

**SET NEXT MEETING DATE AND ADJOURN:** *Motion by Johnson, second by Hamburg, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, December 10, 2015 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 10:30 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

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