

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, JULY 9, 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
Mark Hamburg

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Bob Buerger,
Quirin Klink and Dinah Short.

MEMBER ABSENT: Dan Wysocky ~ 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, July 9, 2015.

WAS THE MEETING PROPERLY ANNOUNCED? YES

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

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

APPROVAL OF MINUTES OF LAST MEETING (JUNE 11, 2015): *Motion by Johnson to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for June 11, 2015 Regular Monthly Meeting, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: NONE

SUMMER HIGHWAY CONFERENCE MSA DONATION TO FOOD PANTRY: Larry Babcock & Florence Johnson, representing the Adams County Highway Committee, attended the Summer Wisconsin County Highway Conference this past June. During their conference they attended workshops that updated them on Local Road Programs, General Transportation Aids, Ethics / Conflict of Interest, Lobbying 101, Implements of Husbandry (IOH), Gas Tax, State Transportation Biennial Budget, & NACE - Voice of County Road Officials. During the Conference MSA Professional Services was doing a promotion of their company where individuals could sign up for a chance to win & donate \$100.00 to a charity of their choice. Adams County Supervisor Florence Johnson was the lucky winner & she chose the Adams County Food Pantry. Dinah Short, Coordinator of the Food Pantry, was present to accept the check from the Adams County Highway Committee & MSA Professional Services.

REVIEW & ACT ON WASH BAY PROPOSALS: Short Elliott Hendrickson the Engineering Firm that designed the Highway Facility submitted three options for the wash bay:
Option 1: Repair floor

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Option 2: New Wash Bay Addition

Option 3: New Wash Bay Building

Highway Committee asked the Commissioner to get more information concerning option 1 reference relocating gas line and to find out if the chemicals can be stored in the same room. Reference the two questions from last month's meeting: option 1: relocate gas line costs would be estimated at \$9,750.00 and chemicals could be stored in the wash bay and are not required to be isolated. Lengthy discussion concerning which option the Highway Committee should approve. Highway Committee is asking that S E H be present at the next Highway Committee Meeting to answer questions and discuss the three wash bay proposals.

REVIEW & ACT ON COUNTY ROAD P (CTH B – CTH G) DESIGN: Ayres Associates submitted a Design Proposal for County Road P (CTH B – CTH G). Ayres Associates is the engineering firm that is currently working on the County Road P (CTH G – Marquette County Line) Design. Lengthy discussion concerning if this design project should be bid out, as this is a service that we do bid out and this project should be the same. ***Motion by Hamburg to request bids for the County Road P (CTH B – CTH G) Design, second by Roseberry. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

REVIEW & ACT ON TIMBER-SELISSEN LAND SPECIALIST AGREEMENT FOR CTH P LAND ACQUISITIONS: NO DISCUSSION / NO ACTION TAKEN, AGREEMENT WAS NOT AVAILABLE, THIS AGENDA ITEM WILL BE PUT BACK ON THE AUGUST AGENDA.

REVIEW & ACT ON STATE OF WIS. DEPARTMENT OF TRANSPORTATION PBM (PERFORMANCE BASED MAINTENANCE) AGREEMENT / CRACKFILLING STH 13 (STH 21 TO SOUTH OF CTH D): Commissioner reviewed with the Highway Committee the Wis. Department of Transportation Performance Based Maintenance (PBM) Agreement for Crack filling on State Road 13 (STH 21 to just south of CTH D) for an amount of \$174,407.35. ***Motion by Hamburg to approve and sign the Wisconsin Department of Transportation Performance Based Maintenance Crack filling State Road 13 (STH 21 to just south of CTH D) Agreement for the amount of \$174,407.35, second by Roseberry. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

REVIEW & ACT ON STATE OF WIS. DEPARTMENT OF TRANSPORTATION DMA (DISCRETIONARY MAINTENANCE AGREEMENT) / CRACKFILLING STH 13 (STH 21 TO MOUNDVIEW): Commissioner reviewed with the Highway Committee the Wis. Department of Transportation Discretionary Maintenance Agreement (DMA) for Crack filling on State Road 13 (STH 21 to Moundview) for an amount of \$55,000.00. ***Motion by Hamburg to approve and sign the Wisconsin Department of Transportation Discretionary Maintenance Agreement for Crack filling State Road 13 (STH 21 to Moundview) for the amount of \$55,000.00, second by Roseberry. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Shaping CTH G north of CTH C
- Shaping CTH G north of STH 82
- Patching
- Seal Coating Portage County two weeks

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- Seal Coating Marquette County one day PBM
- Mowing / Tractors
- NC Addition to Painting contract \$47,930.00

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

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

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- WASH BAY
- INTERSECTIONS

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, August 13, 2015 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 10:50 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE