

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, FEBRUARY 6, 2014 AT 9:00 A.M.
HIGHWAY DEPARTMENT CONFERENCE ROOM
1342 COUNTY ROAD "F", ADAMS, WI**

MEMBERS PRESENT: Larry Babcock, Chairperson
Dean Morgan, Vice-Chairperson
Florence Johnson
James Bays

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Barbara Morgan, Scott Whitsett and Greg Jewell

MEMBER ABSENT: Patrick Gatterman ~ 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, February 6, 2014.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, JOHNSON, MORGAN AND BAYS. MEMBER ABSENT: GATTERMAN ~ EXCUSED.

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

APPROVAL OF MINUTES OF LAST MEETING (JANUARY 9, 2014): *Motion by Bays to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for January 9, 2014 Regular Monthly Meeting, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: NONE

REVIEW & APPROVE EQUIPMENT SPECIFICATIONS FOR ADVERTISING BIDS: CENTER LINER TRUCK & MOWER: Equipment specifications for center liner truck and mower were reviewed by the Highway Committee. *Motion by Bays to approve the equipment specifications for the center liner truck and mower and to advertise for bids, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & APPROVE COUNTY ROAD G CONSTRUCTION MATERIAL QUOTE: The Highway Committee reviewed the material quote for the County Road G Construction Project:

1 ¼" Base Course	40,000 TON @ \$6.30 per ton
¾" Base Course	12,000 TON @ \$6.30 per ton
5" Select Breaker Run	13,000 TON @ \$6.30 per ton

DISCUSS & ACT ON FUTURE ROAD CONSTRUCTION PROJECTS: The Highway Committee and Commissioner discussed future road construction projects for County Road M, P and Z. *Motion by Bays to proceed forward with County Road Z (Alpine Drive to*

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Wood County Line Construction and start design on County Road P (County Road G to Marquette County Line), second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

DISCUSS & ACT ON STATE PERFORMANCE BASE MAINTENANCE:
Highway Commissioner updated the Highway Committee on the State Performance Base Maintenance progress. The Highway Committee instructed the Commissioner to continue to pursue State Performance Base Maintenance Projects and if we would be successful the agreement would be brought back to Highway Committee for approval.

DISCUSS & ACT IN SCENIC BYWAYS: Highway Commissioner updated the Highway Committee on the Scenic Byways. The Highway Committee instructed the Commissioner to continue to work with Scenic Byways as what was previously authorized.

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Currently Brushing on CTH Z
- Snow & Ice Events
- Executive Committee Meeting / Shop Foreman & Office Manager moved to exempt status were approved effective 1/1/14.
- Heated Storage Building Deteriorating
- WIPFLI ~ Wage Study

FINANCIAL REPORT: *Motion by Bays to approve the December 2013 Prior to Audit Financial Report as audited, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

VOUCHERS: The Highway Department January 2014 monthly check summary report was presented to the Committee for review. *Motion by Bays to approve the Monthly Check Summary report as presented, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- Winter Maintenance
- Oil Quotes

SET NEXT MEETING DATE AND ADJOURN: *Motion by Bays, second by Johnson, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, March 13, 2014 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 12:45 P.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE