

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, AUGUST 8, 2013 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, Steve Stalker
and Nick Scholtes

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, August 8, 2013.

WAS THE MEETING PROPERLY ANNOUNCED? YES

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

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

APPROVAL OF MINUTES OF LAST MEETING (JULY 11, 2013): *Motion by Johnson to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for July 11, 2013 Regular Monthly Meeting, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: Public participation was requested for the following agenda items:

- Corre Inc.
- Driveway Access County Road E ~ Wisconsin Land Coop

CORRE INC.: Nick Scholtes Representative from Corre Inc. discussed his company's background and services with the Highway Committee and what they can offer to the County. NO ACTION OR MOTIONS MADE.

DRIVEWAY ACCESS COUNTY ROAD E ~ WISCONSIN LAND COOP: Driveway access on County Road E was denied to Wisconsin Land Coop, based on section 5.9 (Corner Lots: Where a parcel abuts more than one public road and where such roads are classified differently, access shall be required onto the road with the lowest classification, where possible) of the Driveway Ordinance #22. Steve Stalker ~ Wisconsin Land Coop was present to explain why he needed a driveway on County Road E, due to his business being located on this road and to access from 10th Avenue would not be economical. *Motion by Bays to allow a variance for the Wisconsin Land Coop driveway access on County Road E, as there is no*

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safety concerns in this area and they must still comply with all the provisions in the ordinance reference rules and standards, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

REVIEW & ACT ON CREW CAB PICKUP TRUCK BIDS: The following bids
Were received for the crew cab truck:

COMPANY	MAKE	YEAR	PRICE
Charles Automotive	Chevrolet	2014	\$29,985.00
Rudig Jensen	Ford	2014	\$35,044.00
A-F Motors	Chevrolet	2013	\$35,753.76
A-F Motors	Chevrolet	2014	\$33,018.01

Motion by Bays to award the bid for the crew cab truck to Charles Automotive, as being in the best interest of the county and to add the Bluetooth option, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

COUNTY ROAD P BONDING / FUNDING: Highway Commissioner discussed with the Highway Committee the August 6, 2013 Administration / Finance Meeting reference the County Road P Bonding. Administration/Finance Committee instructed the Commissioner and Administrator Coordinator Director of Finance to research bonding for County Road P and to contact Ehlers the Financial Consultants reference this topic. Highway Committee would like to continue to move forward and discuss bonding for County Road P.

UNIFIRST CONTRACT: Highway Committee reviewed the Unifirst Contract, no changes were made from the previous contract. Under advisement from the County Corporation Counsel and Administrator Coordinator Director of Finance no action could be taken as the contract would exceed the sitting board term of office. NO ACTION TAKEN.

2014 PROPOSED HIGHWAY BUDGET: Highway Commissioner presented the 2014 Highway Budget to the Highway Committee with no increase in the Highway County Levy amount from 2013, which was \$3,423,672.00. The Highway Committee and Commissioner reviewed and discussed all of the documents that make up the Highway Budget. *Motion by Bays to approve and forward to the Administration/Finance Committee the 2014 Highway Budget as presented with no increase to the County Levy from the prior year: TOTAL REVENUES \$6,573,271.00, TOTAL EXPENSES \$6,573,271.00 COUNTY TAX LEVY \$3,423,672.00, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Mowing
- Seal Coating in Portage County
- Rip Rap for Colburn

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- Painting
- Letter of response from D.O.T. Secretary regards STH 82 road condition
- County Road G Construction will start August 19

FINANCIAL REPORT: *Motion by Bays to approve the July 2013 Financial Report 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. Committee members reviewed the August 7, 2013, Monthly Check Summary Report that is provided to the Highway Committee by the Administrator Coordinator / Director of Finance Department. ***Motion by Bays to approve the Monthly Check Summary report as presented, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- County Road E Speed Limit Ordinance

SET NEXT MEETING DATE AND ADJOURN: *Motion by Morgan, second by Johnson, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, September 12, 2013 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 11:38 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE