

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE**

**THURSDAY, MAY 8, 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  
Mark Hamburg

**OTHERS PRESENT:** Patrick Kotlowski ~ Highway Commissioner, William Hooyman, Bob Buerger, Ken Wagner, Cindy Phillippi and Everett Johnson.

**COUNTY CLERK, CINDY PHILLIPPI WILL CALL MEETING TO ORDER:**  
The Meeting of the Adams County Highway Department Committee was called to order by County Clerk – Cindy Phillippi at 9:00 A.M., on Thursday, May 8, 2014.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

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

**ELECTION OF OFFICERS: CHAIRPERSON / VICE-CHAIRPERSON / RECORDING SECRETARY:** *Motion by Johnson to nominate Babcock for the Chairperson on the Adams County Highway Department Committee and being no other nominations to close nominations and to cast a unanimous ballot, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. Motion by Babcock to nominate Johnson for the Vice-Chairperson on the Adams County Highway Department Committee and being no other nominations to close nominations and cast a unanimous ballot, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. Motion by Hamburg to appoint the Highway Commissioner as the recording secretary for the Adams County Highway Department Committee, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**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 (APRIL 10, 2014):** *Motion by Johnson to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for April 10, 2014 Regular Monthly Meeting, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS:** Public participation was requested for the following Agenda item:

- Discuss and/or Act on William Hooyman ~ 626 County Road O Complaint

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MAY 8, 2014 ~ 9:00 A.M.**

**DISCUSS AND / OR ACT ON WILLIAM HOOYMAN ~ 626 COUNTY ROAD O COMPLAINT:** Highway Committee viewed a video reference the property at 626 County Road O. William Hooyman explained that he felt since the construction on County Road O, excess water issues have been a problem, causing trees to die and standing water. Mr. Hooyman would like to see the county install a retention pond and remove his dead trees. County Corporation Counsel ~ Ken Wagner will contact Planning & Zoning Department to get wetland maps to review and the complaint could be placed on a future agenda.

**REVIEW & ACT ON RESOLUTION TO APPROVE MINING AN ADDITIONAL 200,000 TON OF MATERIAL FROM THE SEVEN SISTERS QUARRY, DURING CALENDAR YEAR 2014:** At the April 10, 2014 Highway Committee Meeting a Resolution was acted on to allow an additional 150,000 tons of material be mined from the Seven Sisters Gravel Pit, it was decided to reconstruct an additional part of CTH G between Badger Drive and County Road C, which would require additional material, so therefore the tons needed to be increased to 200,000. *Motion by Hamburg to approve and forward to County Board a Resolution to Mine an Additional 200,000 ton of material from the Seven Sisters Gravel Pit during the calendar year 2014, and the Resolution from the prior month is null and void, second by Roseberry. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON RESOLUTION TO AMEND RESOLUTION 127-2013 TO AUTHORIZE THE HIGHWAY COMMISSIONER TO REALLOCATE \$94,000.00 FROM THE WISCONSIN DEPARTMENT OF TRANSPORTATION LOCAL ROAD IMPROVEMENT PROGRAM:** Revenues from the Local Road Improvement Program (LRIP) was designated for County Road G (Badger Drive to County Road C) in the calendar year 2015 and the Highway Committee approved to reconstruct this road in 2014, so therefore the \$94,000.00 would need to be reallocated to a different county project as these funds would not be available until 2015. *Motion by Wysocky to approve and forward to County Board a Resolution to Amend Resolution #127-2013 to Authorize the Highway Commissioner to Reallocate \$94,000.00 from the Wisconsin Department of Transportation Local Road Improvement Program to County Road EE Overlay Project in the year 2015, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**PBM (PERFORMANCE BASE MAINTENANCE) AGREEMENT FOR RUBBER CRACK FILLING WITH STATE:** Highway Commissioner updated the Highway Committee on the State Performance Base Maintenance Agreement documents and timeline schedules.

*MOTION BY JOHNSON TO DEVIATE FROM THE AGENDA TO ADDRESS ITEM #14, SECOND BY ROSEBERRY. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**AUTHORIZATION TO ADVERTISE & APPROVE WOOD FOR SALE BIDS:** Highway Commissioner asking for authorization to advertise wood for sale in the local newspaper. The wood was from the County Road Z brushing that the property owners did not want and it is approximately 29 cords. *Motion by Hamburg to authorize the Highway Commissioner to advertise wood for sale bids, second by Roseberry. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

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***MOTION BY JOHNSON TO RETURN TO THE ORIGINAL AGENDA,  
SECOND BY ROSEBERRY. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

**DISCUSS & ACT ON REQUEST FOR PROPOSALS ENGINEERING SERVICES COUNTY ROAD P:** A Request for Proposals (RFP) for engineering services on County Road P was discussed. An important concern with the Highway Committee was the cost and that it is specified in the document. ***Motion by Wysocky to approve advertising for Request for Proposals Engineering Services County Road P, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

**DISCUSS & ACT ON REQUEST FOR PROPOSALS ENGINEERING SERVICES COUNTY ROAD M:** Briefly discussed Request for Proposals (RFP) for engineering service on County Road M. Discussed what future county projects have plans and if more plans are needed at this point or to just proceed forward with the projects that currently have plans or will have plans. NO ACTION WAS TAKEN.

**ROAD WORK: SEAL COAT SURFACING AUTHORIZATION TO CHANGE 2014 PROJECT:** Highway Commissioner asking authorization to change a seal coat surfacing project location from County Road G to County Road E, as the highway department was not able to crack fill County Road G and with the increased construction work in this area it would be best to perform this maintenance work on another area. ***Motion by Hamburg to authorized the Highway Commissioner to change the County Road G seal coat surfacing project to County Road E (State Road 13 to County Road G), second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

**REPORT ON HIGHWAY DEPARTMENT OPERATIONS:**

- Brushing / Cutting Limbs (CTH Z)
- Snow Fence Removal
- Patching
- Crack filling
- Shouldering
- State Road 21 East of State Road 13 will be resurfaced in 2014
- Wis. Counties Assoc. supporting 13.10 request due to the severity of winter

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

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
MAY 8, 2014 ~ 9:00 A.M.**

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:**

- CTH G Reconstruction Bids
- 626 CTH O ~ Hooyman

**SET NEXT MEETING DATE AND ADJOURN:** *Motion by Hamburg, second by Johnson, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, June 12, 2014 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 11:55 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

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