

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

THURSDAY, SEPTEMBER 12, 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
Patrick Gatterman
James Bays

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Gene Kussart,
Kevin Bork and Barbara Morgan.

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, September 12, 2013.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, JOHNSON, GATTERMAN, MORGAN AND BAYS.
ALL MEMBERS PRESENT.

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

APPROVAL OF MINUTES OF LAST MEETING (AUGUST 8, 2013): *Motion by Morgan to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for August 8, 2013 Regular Monthly Meeting, second by Bays. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

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

- County Road B ~ Bork Driveway Access

COUNTY ROAD B ~ BORK DRIVEWAY ACCESS: Highway Commissioner explained that the Bork driveway on County Road B was granted back in 2012 providing that a previous driveway be removed, as the property owner did agree to at that time. The previous driveway has not been removed and what would the Highway Committee want the Highway Department to do about this access, as per the Ordinance it should be removed and property owner billed the expense. Kevin Bork was present to request that their additional driveway remain on County Road B and that they be granted an exception, as this driveway is necessary so that the farm equipment does not enter the roadway at an angle. *Motion by Bays to allow a variance for the Lloyd & Joy Bork driveway access on County Road B, as there are no safety concerns in this area, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

COUNTY ROAD G / COUNTY ROAD O DRAINAGE: Dan Rossiter from AECOM was not able to attend this meeting due to a company conflict with scheduling and a family emergency. Updated on the County Road G / County Road O drainage will be presented at the October Highway Committee Meeting.

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
SEPTEMBER 12, 2013 ~ 9:00 A.M.**

COUNTY ROAD B (STH 82 – CTH E) OVERLAY PROJECT: Dan Rossiter from AECOM was not able to attend this meeting due to a company conflict with scheduling and a family emergency. Updated on the County Road B (STH 82 – CTH E) Overlay Project will be presented at the October Highway Committee Meeting.

BUG TUSSEL / SEVEN SISTERS COMMUNICATION TOWER: Ray Billings representing Bug Tussel had asked to be placed on the Highway Committee Agenda to talk to the Committee about the possibility of placing their communication tower equipment on the Seven Sisters property. Mr. Billings called this morning; he was not able to attend this meeting.

REVIEW & ACT ON ORDINANCE: COUNTY TRUNK HIGHWAY “E” (COUNTY TRUNK HIGHWAY “B” TO 6TH AVENUE) SPEED REDUCTIONS: *Motion by Bays to approve an Ordinance for reducing the speed limit on County Road “E” from County Road B to 6th Avenue, and to forward this Ordinance to the County to be acted on at the next County Board Meeting, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

ADAMS COUNTY TRAFFIC SAFETY COMMISSION RECOMMENDATION REFERENCE SPEED REDUCTION ON COUNTY ROAD “E” (6TH AVENUE TO 4TH AVENUE): Adams County Traffic Safety Commission recommended that the Highway Department install intersections signs with 45 MPH advisory speed limit until the construction intended from 2014 of the passing lanes are completed. *Motion by Gatterman to accept the Adams County Traffic Safety Commission recommendations, to install a 45 MPH intersection advisory sign at 5th Avenue South until the construction has been completed, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

COUNTY ROAD G CONSTRUCTION CHANGE ORDER: Highway Commissioner explained the County Road G Construction Change Order: under the pulverized asphalt there is a layer of granular material suitable as backfill in the excavation and this material can be reused and will save on rock. *Motion by Bays to approve the County Road G Construction Change Order #1 ~ Salvaged Granular Material, based on quantity an estimated savings of \$8,250.00, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

COUNTY ROAD “P” BONDING / FUNDING: Highway Commissioner and Administrator Coordinator/Director of Finance had a conference call with Ehlers on September 4 and discussed the County Road P road improvements and estimated construction costs. Ehlers will be conducting an analysis on the feasibility of bonding and will report back to the County.

AMENDMENT 2013 STATE ROUTINE MAINTENANCE AGREEMENT: *Motion by Gatterman to approve and sign the Amended 2013 State Routine Maintenance Agreement increasing the amount by \$114,946.00 due to the above normal winter maintenance between January and April of this year, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

STATE PAY FOR PERFORMANCE REGIONALIZATION MAINTENANCE: Highway Commissioner briefly informed the Highway Committee on the State Pay for Performance Regionalization Maintenance that the State Department of Transportation will be implementing in 2014.

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VENDING MACHINE: Per Highway Committee motion in May, the vending machine was to be reviewed at four months: Highway Commissioner explained that the vending machine is working, there have been some issues that have been resolved.

REVISED 2014 PROPOSED HIGHWAY BUDGET: The Revised 2014 Proposed Highway Budget was reviewed:

- 260 / 700 funds were separated and to include the operations line, which increases the total expenditures line ~ does not increase bottom line on budget
- Staff Development Summary Sheet, items were removed based on object numbers
- Changed Seal Coat Project from CTH M (11th Ave – 1st Ave) to CTH G (STH 21 – CTH C)

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Mowing
- Seal Coat / City of Wisconsin Rapids
- STH 82 concrete repairs
- State Bridge work (deck sealing, cracks and misc)
- Painting

FINANCIAL REPORT: *Motion by Gatterman to approve the August 2013 Financial Report as audited, second by Morgan. 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 September 9, 2013, Monthly Check Summary Report that is provided to the Highway Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Gatterman to approve the Monthly Check Summary report as presented, second by Bays. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- COUNTY ROAD G / COUNTY ROAD O DRAINAGE
- COUNTY ROAD B (STH 82 – CTH E) OVERLAY PROJECT

SET NEXT MEETING DATE AND ADJOURN: *Motion by Gatterman, second by Bays, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, October 10, 2013 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 12:20 P.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE