

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, MAY 12, 2016 AT 9:00 A.M.
HIGHWAY DEPARTMENT CONFERENCE ROOM
1342 COUNTY ROAD "F", ADAMS, WI**

MEMBERS PRESENT: Larry Babcock ~ Chairperson
Dan Wysocky ~ Vice-Chairperson
Mark Hamburg
Larry Borud
Gordy Carlson

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Cindy Phillippi ~ County Clerk, Scott Whitsett, Bob Buerger, Laverne Fisher and Greg Flanagan

CALL MEETING TO ORDER – BY COUNTY CLERK OR DEPUTY COUNTY CLERK: 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 12, 2016.

ROLL CALL: BABCOCK, WYSOCKY, HAMBURG, BORUD AND CARLSON.
ALL MEMBERS PRESENT.

ELECTION OF CHAIR: *Motion by Hamburg 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 Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

ELECTION OF VICE CHAIR: *Motion by Hamburg to nominate Wysocky 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 Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

ELECT RECORDER OF MINUTES: *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.*

WAS THE MEETING PROPERLY ANNOUNCED? YES

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

PUBLIC PARTICIPATION ON AGENDA ITEMS:

- Review & Act on Truck Bids
- Review & Act on County Road P (CTH G to Marquette County Line) Administrative Revisions, Offering Price Reports and Appraisals

APPROVAL OF MINUTES OF LAST MEETINGS (APRIL 14, 2016 & APRIL 19, 2016): *Motion by Hamburg to approve the Minutes as printed of the Adams County Highway*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
MAY 12, 2016 ~ 9:00 A.M.**

Department Committee Meetings for April 14, 2016 and April 19, 2016, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

REVIEW & ACT ON DRIVEWAY & RIGHT-OF-WAY CONCERNS / COUNTY PROPERTY 1878 CTH Z: Highway Commissioner was contacted by the Property Owner Deren’s Representative concerning the right-of-way obstructions and would like to ask the Highway Committee to consider selling a portion of the unopened street that was deeded back to the county when the street was abandoned. *Motion by Carlson to allow 18’ of the property, for the depth of the lots, full length, at 1878 County Road Z be offered to property owner Deren and they would be responsible for all costs associated with the transfer, CSM, survey, filling fees, etc., no cost for the property, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON TRUCK BIDS: The following bids were received:

ADAMS COUNTY HIGHWAY DEPARTMENT/ TANDEM TRUCK - BID OPENING RESULTS						
Company Name	YEAR	Make	Model	Price	Warranty	Total Price
V & H Inc.	2017	Western Star	4700 SB	\$114,719.00	\$7,715.00	\$122,434.00
Truck Country	2016	Freightliner	114 SD	\$112,973.00	\$14,290.00	\$127,263.00
Scaffidi Truck	2017	Mack	GU813	\$126,550.00	Standard	\$126,550.00

The Highway Committee and Commissioner reviewed and discussed the truck bids that were submitted. Greg Flanagan from V & H Inc. talked to the Committee about the Western Star tandem truck that his company bid. Discussed option to reduce the Freightliner cost by \$2100 if the County goes with online manuals and an increase for the Mack of \$1100 due to warranty increases and brake changes. *Motion by Hamburg to award the truck bid to Truck Country for the Freightliner 114 SD, as being in the best interest of Adams County for the amount of \$125,163.00, which includes a deduct of \$2,100.00 for online manuals, second by Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

STH 73 / CTH D / 1ST AVENUE INTERSECTION: Highway Commissioner reviewed with the Highway Committee the history of the STH 73 / CTH D / 1st Avenue intersection: signing, prior Highway Committee Meeting Minutes & Highway Safety Committee Meeting Minutes. Highway Safety Committee met on May 11, 2016 and did discuss this intersection and will be sending a letter to the property owner advising him to use an escort and or spotters / flaggers when crossing this intersection with large agricultural equipment.

REVIEW & ACT ON COUNTY ROAD P (CTH G TO MARQUETTE COUNTY LINE) ADMINISTRATIVE REVISIONS, OFFERING PRICE REPORTS AND APPRAISALS: Highway Committee reviewed the Offering Price Reports and Appraisals for Parcels: 29, 31, & 38. *Motion by Hamburg, second by Borud to approve the Offering Price Reports and Appraisals for the County Road P (CTH G to Marquette County Line)*

Construction Projects as presented:

- Parcel #29 \$2,100.00*
- Parcel #31 \$10,900.00*
- Parcel #38 \$8,400.00*

VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
MAY 12, 2016 ~ 9:00 A.M.**

Highway Committee reviewed the Administrative Revisions for Parcel 1 as recommended by Timbers-Selissen-Rudolph Land Specialists. ***Motion by Hamburg to approve the County Road P Administrative Revision for Parcel #1, for an increase of \$1,700.00, total amount \$19,700.00, second by Wysocky. VOICE VOTE. ALL IN FAVOR. MOTION CARRIED.***

RESOLUTION #2009-89 SALE OF PROPERTY / DEVELOPMENT OF A WETLAND MITIGATION BANK: Highway Commissioner reviewed with the Highway Committee Resolution #2009-89 reference developing a Wetland Mitigation Bank. Portage County will be developing a Wetland Mitigation Bank and would that possibly be where the County would like to invest these funds, as sites are not easy to come by and at the rate of our improvement schedule is it the right investment?

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Truck Conversions
- Grading Springville
- Crack filling: CTH A (CTH G to CTH EE), CTH Z (STH 21 to 18th Lane) & CTH C (CTH Z to STH 13)
- Crack filling: STH 21 (STH 13 to 3rd Lane) PBM Project
- CTH A Drainage / Foss Property / Representative Joan Ballweg inquiry
- Update on wash bay construction

FINANCIAL REPORT: ***Motion by Wysocky to approve the April 2016 Financial Report as presented, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

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

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- Truck Equipment Bids
- 1878 CTH Z progress on Land Transfer

SET NEXT MEETING DATE AND ADJOURN: ***Motion by Hamburg, second by Borud, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, June 9, 2016 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

Meeting adjourned at 11:10 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE