

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

THURSDAY, JUNE 9, 2011 AT 9:00 A.M.
HIGHWAY DEPARTMENT CONFERENCE ROOM
1342 COUNTY ROAD "F", ADAMS, WI

MEMBERS PRESENT: Larry Babcock, Chairperson
Patrick Gatterman, Secretary
Dean Morgan
Michael Keckeisen

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Peter Hansen,
Kyle Wagoner, David Pikorz and Steve Stalker

MEMBER ABSENT: Florence Johnson ~ 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, June 9, 2011.

WAS THE MEETING PROPERLY ANNOUNCED? YES

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

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

APPROVAL OF MINUTES OF LAST MEETINGS (MAY 9, 2011, MAY 12, 2011 AND MAY 24, 2011): *Motion by Keckeisen to approve the Minutes as printed of the Adams County Highway Department Committee Meetings for May 9, 2011, May 12, 2011 and May 24, 2011, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

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

- Driveway Access ~ County Road "E" ~ Steve Stalker
- Driveway Access ~ County Road "G" ~ Walter Pikorz
- CTH "C" & CTH "Z" Northeast corner ~ County property ~ PECFA update

DRIVEWAY ACCESS ~ COUNTY ROAD "E" ~ STEVE STALKER: Steve Stalker was present to discuss his request for a driveway access on County Road "E". Driveway access was denied by the Highway Department as one driveway already exist on his parcel of land and in the County Driveway Ordinance only one access is allowed per agricultural parcel. A video was viewed by all that were present. *Motion by Morgan to approve the driveway access for Steve Stalker on County Road "E" as there are no safety concerns, second by Keckeisen. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

DRIVEWAY ACCESS ~ COUNTY ROAD "G" ~ WALTER PIKORZ: David Pikorz was present to discuss the request for a driveway access on County Road "G". Driveway access was denied by the Highway Department as one driveway already exist on this parcel of

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land and in the County Driveway Ordinance only one access is allowed per agricultural parcel. A video was viewed by all that were present. ***Motion by Gatterman to approve the driveway access for Walter Pikorz on County Road "G" as there are no safety concerns, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

CTH "C" & CTH "Z" NORTHEAST CORNER ~ COUNTY PROPERTY ~ PECFA UPDATE: Peter Hansen and Kyle Wagoner representatives from AECOM Engineers presented information concerning the PECFA report reference county property at the northeast corner on CTH "C" & CTH "Z". The Highway Committee asked questions and discussed the report. The Highway Committee asked AECOM Engineers to prepare a contract for services reference further monitoring of this site and present the estimated cost for services to the Committee for action.

ROAD CLOSURE FOR EVENTS POLICY: Highway Committee and Commissioner discussed the road closure for events policy and the direction to work on the revised policy.

APPROVAL OF PATROL SUPERINTENDENT POSITION: *Motion by Gatterman to approve the recruitment form for the Patrol Superintendent position and forward the request to Personnel Department for action, second by Keckeisen. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

APPROVAL OF TRUCK DRIVER / COMMON LABORER POSITION: NO ACTION TAKEN.

HIGHWAY PATROL SUPERINTENDENT COMPENSATION: *Motion by Gatterman to set wages for Dennis Premo to Group 15, Step 1 retro to the Highway Commissioner hiring and until one month after Patrol Superintendent hiring, second by Keckeisen. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & APPROVE COUNTY ROAD "Z" (18TH LANE TO WOOD COUNTY LINE) APPRAISALS, JURISDICTIONAL OFFERS, CONDEMNATIONS & OFFERING PRICE REPORTS: NONE

REVIEW & APPROVE COUNTY ROAD "Z" (STH 82 TO CTH F) APPRAISALS, JURISDICTIONAL OFFERS, CONDEMNATIONS & OFFERING PRICE REPORTS: *Motion by Keckeisen to approve the Jurisdictional Offers as prepared by Timber-Selissen Land Specialist for parcels: 58, 82, 185 and 191 on the County Road "Z" (State Road 82 to County Road "F") Project, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. Motion by Keckeisen to approve the offering price as prepared by Timber-Selissen Land Specialists for parcel 79 on the County Road "Z" (State Road 82 to County Road "F") Project, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

LIVING SNOW FENCE: Discussed living snow fence verses plastic / wood snow fence.

CALCIUM CHLORIDE TANK ~ INSURANCE CLAIM ~ DNR CORRESPONDENCE: Highway Commissioner updated the Committee on the calcium chloride tank that collapsed:

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- Insurance claim has been filed
- DNR was contacted reference spill of materials and corrective action was taken and completed.

REVIEW & ACT ON UNION JOB POSTINGS: *Motion by Keckeisen to approve the Union Postings: Sign Person ~ Randy A. Petersen, Grader #397 ~ no signatures and Street Sweeper #185 ~ no signatures, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Seal Coated in Marquette County on 5/23/11
- Reshaping STH 82 East of 8th (water over road in this area)
- Drainage / Erosion control concerns ~ County Road "A" ~ 1100 Block
- Seal Coat Surfacing in Adams County to start next week, using our chips from Seven Sisters
- Centerline Painting has started

FINANCIAL REPORT: *Motion by Keckeisen to approve the May 2011 Financial Report as audited, second by Gatterman. 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 June 6, 2011, Monthly Check Summary Report that is provided to the Highway Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Keckeisen to approve the Monthly Check Summary report as presented, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: NONE

SET NEXT MEETING DATE AND ADJOURN: *Motion by Gatterman, second by Keckeisen, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, July 14, 2011 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 12:00 P.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

