

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, SEPTEMBER 10, 2015 AT 9:00 A.M.
HIGHWAY DEPARTMENT CONFERENCE ROOM
1342 COUNTY ROAD "F", ADAMS, WI**

MEMBERS PRESENT: Larry Babcock ~ Chairperson
Florence Johnson ~ Vice-Chairperson
Dan Wysocky
Mark Hamburg ~ Excused at 9:50 A.M.

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Scott Whitsett and
Everett Johnson

MEMBER ABSENT: Jake Roseberry ~ 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, September 10, 2015.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, JOHNSON, WYSOCKY AND HAMBURG. MEMBER ABSENT: ROSEBERRY ~ EXCUSED.

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 (AUGUST 13, 2015): *Motion by Wysocky to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for August 13, 2015 Regular Monthly Meeting, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: NONE

REVIEW & ACT ON COUNTY ROAD P (CTH B – CTH G) DESIGN CONTRACT: The Highway Committee reviewed the County Road P (CTH B – CTH G) Design Contract as presented by Jewell Associates Engineers Inc. The Contract was reviewed by the Corporation Counsel and Administrator Coordinator/Department of Finance Offices. *Motion by Hamburg to accept and sign the County Road P (CTH B – CTH G) Design Contract with Jewell Associates Engineers Inc. for an amount of \$87,715.75, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON WASH BAY DESIGN AGREEMENT: Highway Committee reviewed and discussed the Wash Bay Design Agreement that was submitted by S E H, the actual cost did increase by 20% from the estimated cost. *Motion by Hamburg to table the Wash Bay Design Agreement until the October Highway Committee Meeting, second by Wysocky. ROLL CALL VOTE: Wysocky – YES, Hamburg – YES, Babcock – YES and Johnson – NO. MOTION CARRIED.*

EQUIPMENT DISPOSAL: Highway Commissioner is asking the Highway Committee to approve disposal of truck #130 with attachments and truck #32 as identified in the 2015 highway budget.

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
SEPTEMBER 10, 2015 ~ 9:00 A.M.**

Motion by Hamburg to dispose by auction truck #130 with attachments and truck #32, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

REVIEW & ACT ON 2016 HIGHWAY BUDGET: Highway Committee reviewed supporting documents that have been submitted to the Administrator Coordinator / Department of Finance Office for the Highway Department Proposed 2016 Budget. *Motion by Hamburg to approve the supporting documents for the 2016 Highway Budget as presented, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

HIGHWAY COMMITTEE MEMBER HAMBURG ASKED TO BE EXCUSED AT THIS TIME 9:50 A.M.

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Started second round mowing on county road
- Shaping CTH G north of CTH C
- Contractor has completed the paving on the overlay projects: CTH G (STH 82 – CTH A), CTH EE (CTH G – 1st Lane) & CTH O (8th Ave to West 1 Mile) shouldering and beam guard work remain to be completed
- Culvert replaced for Town of Colburn (6th Court)
- Patching
- Mastic machine, patching on State Road 13
- Duct Work
- PBM on STH 13 started on 9/9/15
- Drainage concerns 1140 CTH A, cleaning ditches, rip rap & pipe

FINANCIAL REPORT: *Motion by Wysocky to approve the August 2015 Financial Reports 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. *Motion by Wysocky to approve the Monthly Check Summary report as presented, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- Wash Bay
- 2016 Budget

SET NEXT MEETING DATE AND ADJOURN: *Motion by Wysocky, second by Johnson, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, October 8, 2015 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 10:15 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE