

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, JANUARY 14, 2016 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 ~ Excused at 10:05 a.m.
Mark Hamburg

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Chris Blum, Bob Buerger, 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, January 14, 2016.

WAS THE MEETING PROPERLY ANNOUNCED? YES

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

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

APPROVAL OF MINUTES OF LAST MEETING (DECEMBER 10, 2015): *Motion by Hamburg to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for December 10, 2015 Regular Monthly Meeting, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS:

- Review & Act on Preliminary Alignments County Road P Construction (CTH B to CTH G)

REVIEW & ACT ON PRELIMINARY ALIGNMENTS COUNTY ROAD P CONSTRUCTION (CTH B TO CTH G): Scott Whitsett representative from Jewell Engineers presented to the Highway Committee a minimum 45 MPH and a standard 55 MPH design alignment for County Road P Construction (CTH B to CTH G). Mr. Whitsett also took and answered questions from the Highway Committee reference the construction project. *Motion by Wysocky to move forward with the 55 MPH design alignment for the County Road P Construction (CTH B to CTH G), second by Johnson. ROLL CALL VOTE: Wysocky – Yes, Babcock – Yes, Johnson – Yes and Hamburg – Abstained. MOTION CARRIED.*

REVIEW & ACT ON COUNTY ROAD P (CTH G TO MARQUETTE COUNTY LINE) NOMINAL PARCEL PAYMENT REPORT: The Highway Committee reviewed the County Road P (CTH G to Marquette County Line) Nominal Parcel Payment Report. This report was prepared by Timbers-Selissen-Rudolph Land Specialists. *Motion by Hamburg to*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
JANUARY 14, 2016 ~ 9:00 A.M.**

approve the Nominal Parcel Payment Report as presented for the County Road P (CTH G to Marquette County Line) Construction Project, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

REVIEW & ACT ON COUNTY ROAD P (CTH G TO MARQUETTE COUNTY LINE) OFFERING PRICE REPORTS AND APPRAISALS: The Highway Committee reviewed two appraisals and two offering price reports for parcels on the County Road P (CTH G to Marquette County Line) Construction Project. Highway Committee discussed that landowners could request another appraisal, landowners choice of Appraisal Company, at counties' expense. The appraisals and offering price reports were prepared by Timbers-Selissen-Rudolph Land Specialists. ***Motion by Johnson to approve the offering price reports and appraisals for Parcel #14 & Parcel #24 as presented for the County Road P (CTH G to Marquette County Line) Construction Project, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

REVIEW WASH BAY PLANS / PROGRESS / COST ESTIMATE: Highway Committee reviewed the wash bay plans, discussed the progress and cost estimate that has been provided by the Short Elliott Hendrickson (S E H). ***Motion by Hamburg to finish plans for the wash bay and proceed to bidding process, direct Architect (S E H) to show option to add 10' in length and if the 10' additional length is used the Highway Department will relocate HVAC fresh air make up intake prior to construction if required, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED***

HIGHWAY COMMITTEE MEMBER WYSOCKY ASKED TO BE EXCUSED AT THIS TIME 10:05 A.M.

REVIEW & ACT ON SAFETY SHOE REIMBURSEMENT: Highway Committee asked Commissioner to get more information regarding County Policy and proper procedure for increasing the reimbursement amount to employees for safety shoes. Currently the county reimburses each employee annually up to \$75.00 for safety shoes and these shoes are purchased through Rogan's Shoes.

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Winter Storms
- Crack Filling CTH J
- Tree clean up due to high winds
- Wood for Sale by Bids
- Scale upgrades needed

FINANCIAL REPORT: ***Motion by Hamburg to approve the Prior to Vouchers Payable & Audit December 2015 Financial Reports as presented, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

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

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
JANUARY 14, 2016 ~ 9:00 A.M.**

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- Safety Shoe Reimbursement
- ATV Trail / Route CTH Z

SET NEXT MEETING DATE AND ADJOURN: *Motion by Johnson, second by Hamburg, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, February 11, 2016 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 10:35 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE