

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, JULY 10, 2014 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

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Kendal Nichols,
Dan Herzberg, Bob Buerger, Bill Betzig 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, July 10, 2014.

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 (JUNE 12, 2014): *Motion by Wysocky to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for June 12, 2014 Regular Monthly Meeting, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS:

- Discuss and Act on Nichols Driveway Access ~ County Road I
- Graef Engineers

DISCUSS AND ACT ON NICHOLS DRIVEWAY ACCESS ~ COUNTY ROAD I: Kendal Nichols was present to discuss a request for a driveway access on County Road "I". Driveway access was denied by the Highway Department as two driveways already exist on this parcel of land and in the County Driveway Ordinance, section 5.2 only one access is allowed per tax parcel. A video was viewed by all that were present. *Motion by Hamburg to approve the Nichols driveway access on County Road "I", property owner will remove the unused access west of 6th Drive and will comply with ordinance parameters in reference to the new access, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

GRAEF ENGINEERS: Dan Herzberg and Bob Buerger representatives from Graef Engineers were present and briefly explained their company history and services that they offer.

WISCONSIN ACT 377: Discussed Wisconsin Act 377, Implements of Husbandry, Highway Commissioner will continue to forward any information received to Committee. Commissioner will seek a Public Information Meeting with UW Extension.

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
JULY 10, 2014 ~ 9:00 A.M.**

SALE OF MATERIALS: Discussed what and to who the Highway Department sells materials to as stated in the Wisconsin Statutes.

FIVE YEAR PLAN: Discussed the Highway Department Five Year Plan and the Highway Commissioner was instructed to attach the Construction, Maintenance and Asset schedules to the draft plan presented and bring back in August to Highway Committee for review and consideration.

2015 HIGHWAY BUDGET: Briefly discussed the 2015 Highway Budget that is due to the County by 7/18/14. No documents were available for the Highway Committee to review, the budget documents will be available at the August 14, 2014 Highway Committee Meeting.

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- STH 13 Concrete Repairs
- Mowing
- Patching
- Painting
- Shouldering / starting on CTH P
- Seal Coat Surfacing
- Hiring process / filling vacant position

FINANCIAL REPORT: *Motion by Hamburg to approve the June 2014 Financial Report as audited, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

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

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- FIVE YEAR PLAN
- SALE OF MATERIALS
- CTH I / DITCH RESHAPING

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, August 14, 2014 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