

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE**

**THURSDAY, AUGUST 13, 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  
Jake Roseberry  
Dan Wysocky  
Mark Hamburg

**OTHERS PRESENT:** Patrick Kotlowski ~ Highway Commissioner, Scott Whitsett,  
Matt Morrow, Jay Knoke, Bob Buerger, Pat Fehrenbach and  
Everett Johnson.

**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, August 13, 2015.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL:** BABCOCK, JOHNSON, ROSEBERRY, WYSOCKY AND HAMBURG. ALL MEMBERS PRESENT.

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

**APPROVAL OF MINUTES OF LAST MEETINGS (JULY 9, 2015 & JULY 21, 2015):** *Motion by Hamburg to approve the Minutes as printed of the Adams County Highway Department Committee for July 9, 2015 and July 21, 2015 Highway Committee Meetings, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS:**

- REVIEW & ACT ON WASH BAY PROPOSALS

**REVIEW & ACT ON COUNTY ROAD P (CTH B – CTH G) DESIGN:**

The following bids were received for the County Road P (CTH B – CTH G) Engineering Services:

- Ayres \$149,107.00
- Jewell \$ 87,715.75
- MSA \$125,200.00
- OTIE \$ 79,787.00
- GRAEF \$149,116.25
- S E H \$148,900.00
- CWE \$177,250.00

Consultants that were present introduced themselves and what company they represent. Highway Committee reviewed a spreadsheet that was provided by the Highway Commissioner.

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
AUGUST 13, 2015 ~ 9:00 A.M.**

(SPREADSHEET ATTACHED TO MINUTES) *Motion by Wysocky in the best interest of Adams County to award the County Road P (CTH B – CTH G) Engineering Services to Jewell for an amount of \$87,715.75, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON TIMBER-SELISSEN LAND SPECIALIST AGREEMENT FOR CTH P LAND ACQUISITIONS:** Highway Committee reviewed an agreement with Timber-Selissen Land Specialist for the County Road P (CTH G to Marquette County Line) land acquisition services. *Motion by Hamburg to accept the agreement for Land Acquisition Services for County Road P (CTH G to Marquette County Line) with Timbers-Selissen-Rudolph Land Specialists Inc. for an amount of \$63,020.00 and if the costs will exceed the estimated amount by 10%, the agreement would have to come back before the Committee, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON WASH BAY PROPOSALS:**

- Option 1: Repair floor
- Option 2: New Wash Bay Addition
- Option 3: New Wash Bay Building

S E H Representative Pat Fehrenbach was present to answer questions and discuss the three wash bay proposals. *Motion by Hamburg to move forward with Option 2: New Wash Bay Addition, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON STATE OF WIS. DEPARTMENT OF TRANSPORTATION DMA (DISCRETIONARY MAINTENANCE AGREEMENT) / CONCRETE PAVEMENT REPAIRS STH 13 & STH 21 INTERSECTION:** Highway Committee reviewed with the Highway Commissioner the State Discretionary Maintenance Agreement for Concrete Pavement Repairs at STH 13 & STH 21 intersection. Items that were discussed:

- Timeline / work load
- MOU Memorandum of Understanding with State, WCHA and WTBA
- Available Staff
- Sub-Contractors

*Motion by Hamburg that after reviewing and considering the Discretionary Maintenance Agreement for Concrete Pavement Repairs at STH 13 & STH 21 Intersection, the Committee agreed to not sign the agreement, second by Roseberry. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON 2016 HIGHWAY BUDGET:** Highway Commissioner presented the 2016 Highway Budget to the Highway Committee with no increase in the Highway Tax Levy amount from 2015, which was \$3,423,672.00. The Highway Committee and Commissioner reviewed the 2016 Proposed Highway Budget documents as presented. *Motion by Hamburg to approve and accept the 2016 Proposed Highway Budget as presented with no increase to the County Tax Levy from the prior year: TOTAL REVENUES \$6,468,959.00, TOTAL EXPENSES \$6,468,959.00 COUNTY TAX LEVY \$3,423,672.00, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
AUGUST 13, 2015 ~ 9:00 A.M.**

**REPORT ON HIGHWAY DEPARTMENT OPERATIONS:**

- Completed mowing (1<sup>st</sup> round)
- Shaping CTH G north of STH 82
- Contractor started on CTH G & CTH EE resurfacing projects on 8/10/15
- Sealed bridge decks: State, County and Town of Colburn
- Culvert replaced on CTH M West of 5<sup>th</sup> Avenue, by Enbridge
- Patching
- PBM (no response back)
- LTE summer help
- Brush on County Roads due to Storm / Working on DNR Grant
- Wages ~ Per Executive Meeting on 8/12/15

**FINANCIAL REPORT:** *Motion by Hamburg to approve the July 2015 Financial Reports as audited, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

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

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:**

- Budget

**SET NEXT MEETING DATE AND ADJOURN:** *Motion by Wysocky, second by Hamburg, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, September 10, 2015 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 11:45 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**