

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, SEPTEMBER 11, 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
Jake Roseberry
Dan Wysocky

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Joe Seis, Bob Buerger
and Everett Johnson.

MEMBER ABSENT: Mark Hamburg ~ 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 11, 2014.

WAS THE MEETING PROPERLY ANNOUNCED? YES

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

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

APPROVAL OF MINUTES OF LAST MEETING (AUGUST 14, 2014): *Motion by Wysocky to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for August 14, 2014 Regular Monthly Meeting, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: NONE

- Highway Committee did recognize Joe Seis, his concern was the drainage ditch on County Road J. Highway Department will be mowing the ditch and this item will be placed on the October Committee Meeting Agenda.

WISCONSIN ACT 377 (IOH) IMPLEMENTS OF HUSBANDRY: Highway Committee discussed the Wisconsin Act 377 and Highway Commissioner was instructed to gather all information that is available and place this topic on the October Highway Committee Meeting Agenda.

BONDING ~ ADMIN FINANCE COMMITTEE: Highway Commissioner received an email from the Administrative and Finance Committee asking for projects that could be submitted for bonding, as it could be advantageous for the county to look at additional bonding for capital projects. Highway Committee reviewed the four projects that were submitted, no action taken at this time.

2015 HIGHWAY BUDGET: Highway Commissioner informed the Committee that the 2015 Highway Budget was reviewed by the Administrative & Finance Committee and no changes were made.

REVIEW & ACT ON COUNTY ROAD P ENGINEERING SERVICE

AGREEMENT: The Highway Committee and Commissioner discussed and reviewed the County Road P Engineering Service agreement that was submitted by Ayres Associates for an amount of \$188,500.00, which includes \$3,000.00 for wetland delineations. *Motion by Wysocky to approve the Ayres Associates*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
SEPTEMBER 11, 2014 ~ 9:00 A.M.**

Agreement for County Road P Engineering Services as presented for the amount of \$188,500.00, second by Roseberry. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

REVIEW & ACT RESOLUTION TO RECOGNIZE ROLAND JENSEN FOR HIS YEARS OF SERVICE TO ADAMS COUNTY: Roland Jensen submitted a letter of resignation to the Highway Commissioner stating that October 1, 2014 will be his last day of work. *Motion by Wysocky to approve, sign and forward to County Board a Resolution Recognizing Roland Jensen for his 29 Years of Service to Adams County, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

HIGHWAY SAFETY ROADEO: Highway Commissioner informed the Committee a Safety Roadeo is being planned to be held in Juneau County at a date yet to be determined in October. Adams, Juneau and Wood County Highway Department Employees will participate in this safety training.

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Mowing right-of-ways
- Patching
- Painting
- Seal Coating in Portage County
- Crack Filling STH 13 PBM (Performance Based Maintenance) Project
- CTH G Construction

FINANCIAL REPORT: *Motion by Johnson to approve the August 2014 Financial Report 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 Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- Wisconsin Act 377 (IOH) Implements of Husbandry
- County Road A ~ Drainage Concerns
- County Road J ~ Drainage Ditch

SET NEXT MEETING DATE AND ADJOURN: *Motion by Johnson, second by Wysocky, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, October 9, 2014 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 11:15 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE