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Highway Committee Minutes

1/18/07 - Chairman Chip Simones called the meeting to order at 7:37 a.m. Present were Chip Simones, Jerry Kosin, Dan Reis, and Jim Camery. Mike Larson was excused. Highway personnel present were Ross Christopherson, Al Thoner, Jim Harris, Ray Dohm, and Laurie Lundgaard. Others present: Mike Miller and Curt Kephart.

Chip Simones asked for public comment and none was received.

Jim Camery moved, Dan Reis seconded to approve the minutes of the 12/14/06 meeting. Motion carried.

Jerry Kosin moved, Dan Reis seconded to approve the 12/27/06 vouchers in the amount of \$323,561.82, the 1/5/07 vouchers in the amount of \$123,846.31, the 1/17/07 vouchers payable in the amount of \$29,299.53 and the 1/17/07 vouchers in the amount of \$95,697.39. Motion carried.

Jim Camery moved, Jerry Kosin seconded to approve the 12/22/06 payroll in the amount of \$87,720.37, the 1/5/07 payroll in the amount of \$87,332.41, and the 1/19/07 payroll in the amount of \$89,961.27. Motion carried.

Al Thoner presented a driveway permit variance request from Mike Miller for a proposed driveway on CTH "VV". The proposed location is less than the required 500' distance from an existing driveway. As no other access is possible, and the speed at this location is minimal, it was recommended to grant this request. Jerry Kosin moved, Dan Reis seconded to approve and grant the driveway variance request provided no other access to this parcel is granted in the future. Motion carried.

Ray Dohm presented the bid results for on (1) Tandem Drive 32,000 lb. Motor Grader as follows:

Vendor	Make, Model Year	Outright Price	Trade Allowance	Net Price	2012 Buy Back Price	Cost Per Hour
Aring Equipment	2007 Volvo G940	199,947	80,000	119,947	112,525	1.48
Fabco Equipment	2007 Caterpillar 140H	219,790 or 201,790 (Reuse Snow Equipment)	127,000 120,000	92,790 81,790	120,000 120,000	-5.44 -7.64
Miller-Bradford	2007 Case 865 DHP	189,000	90,000	99,000	59,500	7.90

Ray said that the department's recommendation was to purchase the 140H from Fabco and to reuse our snow equipment. Ross explained that this purchase is on our 2007 capital improvement plan and is included in our 2007 budget. Discussion followed regarding the age and hours on the trade in unit. Dan Reis moved, Jerry Kosin seconded to approve the purchase of the 140H Caterpillar from Fabco Equipment at a net cost of \$81,790 and to forward this to the County Board of Supervisors for their approval at the January 23, 2007 meeting. Motion carried.

Ray Dohm presented the bid results for one (1) cab tractor with front wheel assist and detachable loader as follows:

Vendor	Make, Model & Year	Outright Price	Trade Allowance #104	Trade Allowance #107	Net Price
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Bahls Implement	2007 <u>Case IH</u> Maxxum 115	\$61,728.00	\$5,800.00	\$15,700.00	\$41,428.00
MDMA Equipment – Durand	- NO BID -				
MDMA Equipment – Ellsworth	2006 <u>*New Holland</u> TS125A	\$63,500.00		\$19,000.00	\$40,900.00
Polfus Implement	2007 <u>John Deere</u> 6430	\$67,455.00	\$9,000.00	\$15,000.00	\$43,455.00

Ray told the committee that there are two tractors being traded in on this purchase. Ross informed the committee that this purchase is in our 2007 capital improvement plan and is included in our 2007 budget. Jerry Kosin moved, Dan Reis seconded to purchase the TS125A from Ellsworth Equipment at a net price of \$40,900.00. Motion carried.

Ray Dohm presented two bid specs for pickups. One is for a ¾-ton heavy duty 4-wheel drive pickup and the other is for a 1-ton heavy duty 4-wheel drive pickup. It was stated that these are in the 2007 capital improvement plan and included in the 2007 budget. Dan Reis moved, Jerry Kosin seconded to approve the bids specs and send them out for bids. Motion carried.

Ross Christopherson informed the committee that the building committee had discussed and proposed to transfer \$50,000 a year for six years in exchange for the blue shop and Quonset hut at the fairgrounds. Curt Kephart stated that there is \$300,000 in the contingency fund set aside for this purpose and that they would like to see the transfer happen as soon as possible. Ross stated that the department had no oppositions and that erecting a new building at the main shop site had been looked into a few years ago. Jerry Kosin moved, Dan Reis seconded to approve the proposed transfer of assets. Motion carried.

Ross Christopherson presented a list of accounts receivable that have been determined uncollectible as follows:

Amount	Account No.
179.60	330.028
134.27	330.03
7.82	330.0378
603.00	460.48
803.64	460.91
168.31	460.81
139.50	050188
343.77	460.54
86.48	0303war24
2,466.39	Total Amount

Dan Reis moved, Jim Camery seconded to approve the list of accounts receivable as uncollectible and write them off. Motion carried.

Ross Christopherson gave a brief explanation of the Bjorklund Study and how part of the process was to write new job descriptions. Due to the extensive changes to three of them, the personnel department sent them back for highway committee approval first. The committee went through the job descriptions for Construction, Patrol, and Shop Superintendents and made suggestions and additions. Jerry Kosin moved, Dan Reis seconded to amend the agenda to include the job description of

Highway Commissioner as time constraints won't allow the committee to take it up at a future meeting. Motion carried. During discussion that followed, it was suggested to include a copy of the state statutes which describe the highway commissioner's job. Dan Reis moved, Jerry Kosin seconded to approve the changes to the four job descriptions and submit them to personnel. Motion carried.

Shop Superintendent's Report (Ray Dohm)

The Sure-strike hammer is here, but after using it, some bolts broke. The company will repair it and we will still have 21 days to demo it before we buy it. The company will also add a full year warranty.

Our John Deere tractor (2000 hours) had a failure. The company will participate in replacing some parts for us.

There are some electrical issues with the new trucks. The memory isn't holding. So warranty repairs are being taken care of.

Patrol Superintendent's Report (Al Thoner)

There have been only a few snow events, so the maintainers are brushing, working with their trucks, and the state maintainers are doing some patching on USH63 and STH65.

At year-end, there was enough money left in the state's budget to purchase an emergency traffic control trailer fully stocked with signs and barricades for use during an emergency where a road or bridge may have to be closed.

Construction Superintendent's Report (Jim Harris)

Construction is slow right now, so crushing at Hager Quarry. So far about 30,000 ton of which 21,000 is already sold to Hartland Township.

Also doing some cleanup in the Stogdill Pit and hauling salt sand to the shops.

The Material Recovery Facility sent out a contract to bid on the roll-off transportation. After analyzing the contract and figuring the costs, it appears it would be a full time job for one person; however the activity would be really heavy on Mondays and Fridays. So it is not looking to be as feasible as we thought it would. The contract also has some language that is difficult to accommodate.

Commissioner's Report (Ross Christopherson)

Ross reminded the committee of the highway conference on January 29 -30, 2007.

Ross received a letter from the state about over-scheduling the letting of projects. Our CTH FF bridge/box culvert had an early March letting with May construction. We agreed to push it back to the 2008 budget year, so won't start it until August 2007.

The CTH "U" (project in Plum City) design study report is having problems getting it approved from Madison and it is pushed back to 2008 construction because deadlines won't be met.

An email from the state informed us that the intersection of USH 10 and CTH E could qualify for some funding and would cost the county only \$12,500. This item will be on the February meeting agenda.

Ross informed the committee that our sign engineering aid, Jim Jennings is retiring January 30, 2007. A job posting will be going up to refill the position. Several employees have indicated their intentions to retire this year, so Ross informed the committee he would be hiring replacement workers as needed.

The purchase of the motor grader will be on the County Board's agenda for January 23 and Ross plans to be in attendance.

The next meeting will be on February 15, 2007 and Jerry Kosin requested that the meetings be changed to meet at 8:00 a.m. instead of 7:30 a.m. All agreed.

Ross met with representatives from Cannon River Clean Fuel and Production Ag Alliance regarding any land available at the Stodgill Pit. They are looking for about 60 acres.

The department's cell phone contract expired last August and we are waiting for a county-wide plan to be put together.

Jerry Kosin moved, Dan Reis seconded to adjourn the meeting. Motion carried. The meeting adjourned at 10:40 am.

HIGHWAY COMMITTEE MINUTES

2/15/07 - Chairman Chip Simones called the meeting to order at 8:00 a.m. Present were Chip Simones, Jerry Kosin, Dan Reis, and Jim Camery. Highway personnel present were Ross Christopherson, Jim Harris, Ray Dohm, and Laurie Lundgaard. Curt Kephart arrived at 8:25 a.m.

Chip Simones asked for public comment and none was received.

Jerry Kosin moved, Dan Reis seconded to approve the minutes of the 1/18/07 meeting. Motion carried.

Dan Reis moved, Jerry Kosin seconded to approve the 2/1/07 vouchers in the amount of \$109,348.63 and the 2/15/07 vouchers in the amount of \$177,838.81. Motion carried.

Jerry Kosin moved, Dan Reis seconded to approve the 2/2/07 payroll in the amount of \$96,109.97 and the 2/16/07 payroll in the amount of \$85,784.41. Motion carried.

Ray Dohm presented the bid results for a ¾ ton pickup as follows:

Vendor	Year, Make & Model	Total Price
Cernohous Chevrolet	2007 Chevrolet Classic	\$22,500.00
Ellsworth Ford	2008 Ford F250 XL	\$21,728.77
Moody's Chevrolet	2007 Chevrolet Silverado	\$25,992.73
Quinn Motors – Ellsworth	2007 Chevrolet CK 20903	\$22,242.85
Quinn Motors – Elmwood	2008 Ford F250	\$22,000.00
Roen Ford	2008 Ford F250	\$21,870.00

It was the department's recommendation to accept the low bid from Ellsworth Ford.

Ray also presented the bid results for a 1-ton pickup as follows:

Vendor	Year, Make & Model	Total Price
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Cernohous Chevrolet	2007 Chevrolet Classic	\$22,100.00
Ellsworth Ford	2008 Ford F350 XL	\$22,350.77
Moody's Chevrolet	2007 Chevrolet Silverado 3500HD	\$26,532.75
Quinn Motors – Ellsworth	2007 Chevrolet CK 30903	\$23,237.22
Quinn Motors – Elmwood	2008 Ford F350	\$22,650.00
Roen Ford	2008 Ford F350	\$22,470.00

It was the department's recommendation to accept the low bid. Ross Christopherson stated that the purchase of these two pickups is included in the department's 6-year capital improvement plan and also the 2007 budget. Dan Reis moved, Jim Camery seconded to accept the low bids on both pickups: the ¾ ton pickup from Ellsworth Ford at \$21,728.77 and the 1 ton pickup from Cernohous Chevrolet at \$22,100.00. Motion carried. It was mentioned that there will be two pickups that will go on sale at auction or sealed bid after the new ones arrive.

Ross Christopherson presented an email from Greg Helgeson, Wis DOT. It is possible that the CTH "E" / USH 10 intersection could qualify for HES funds. Greg is asking if the County would be willing to split with WisDOT the 10% match which would be approximately \$10,000 for Pierce County. Greg was not asking for a firm commitment but rather a sense that Pierce County would be willing to participate and support his application for federal funds. Jim Camery moved, Jerry Kosin seconded to consent to participate in the CTH "E" / USH 10 intersection improvement using HES funding and a 10% contribution from Pierce County. Motion carried.

Jim Harris presented a bridge aid request from the town of River Falls for a culvert on 850th street as follows:

The Town of River Falls is requesting County Bridge Aid for a culvert on 850th street 3,700' north of 900th avenue. The existing 36" x 40' culvert collapsed and had to be replaced with one 36" x 52' galvanized steel culvert. Due to the emergency nature of this culvert replacement, there were no bids taken for this project. A contractor was working for the Town of River Falls on a nearby project and was hired to replace the failed culvert so that the road could be re-opened. The costs for this project are as follows.

Labor and Machinery - \$1,780.00

Pierce County Highway Department

52' of 36" galvanized culvert - \$1,423.71

1 – 36" x 24" band - \$31.77

2 – 36" end sections - \$418.00

County Share - \$1,826.74

Town Share - \$1,826.74

Total Cost - \$3,653.48

Jerry Kosin moved, Dan Reis seconded to approve the bridge aid request from River Falls Township as indicated above. Motion carried.

Ross Christopherson presented the committee with a job posting for Sign Engineering Aid that was signed by five employees. Ross stated that Dennis Skarman was the most senior employee, is eligible to sign and is qualified to do the job. Discussion followed regarding the refilling of vacant positions and the need to go through the Finance and Personnel Committee for approval to refill every position in the county. Jerry Kosin moved, Dan Reis seconded to approve Dennis Skarman for the position of Sign Engineering Aid. Motion carried.

Ross Christopherson explained the 2007 Traffic Maintenance Agreement (TMA) with the State of Wisconsin for \$12,000.00. This agreement is for work done by Pierce County forces to replace signs along the State roads and covers labor, equipment, materials and administration. Dan Reis moved, Jim Camery seconded to approve and sign the TMA for 2007. Motion carried.

Ross Christopherson explained that the updated position description for highway commissioner needs to be approved by the highway committee. The approval that took place at the last committee meeting was not procedurally correct as it was not listed on the agenda. Jim Camery moved, Dan Reis seconded to approve the January 2007 version of the updated position description for highway commissioner. Motion carried.

The next item on the agenda "Discuss/Take Action to Update Shop Vehicle Exhaust System" was tabled due to lack of information.

Shop Superintendent's Report (Ray Dohm)

The cold weather is causing issues with outside equipment. The ultra-low sulfur fuel tends to gel at higher temperatures. Painting is being done on four of the quad axle truck boxes, and the new maintenance truck issues have been resolved.

Construction Superintendent's Report (Jim Harris)

The crew is crushing at the "EE" Quarry, have sold 21,000 ton of crushed rock to Hartland Township. Also mixing salt sand and trying to keep 1,500 ton on hand. We are stripping and will drill and blast at the "VV" quarry soon. We've also been working with Land Management on the Trimble Park project, clearing and hauling.

Patrol Superintendent's Report (given by Jim Harris)

Maintainers have been dealing with early morning frost on the roads and icing at intersections due to exhaust condensation. Also have been cutting brush and patching when possible.

Office Manager's Report (Laurie Lundgaard)

The office staff is busy compiling year end figures and reports in preparation for the 2006 book closing process.

Commissioner's Report (Ross Christopherson)

Ross attended the winter highway conference along with Chip Simones and Jerry Kosin. They shared information with the rest of the committee that was learned at the conference. The WCHA is sponsoring the (National Association of Civil Engineers) NACE conference in April 2007. The conference will include a day and a half of commissioners training as all commissioners are members of NACE.

Ross and Curt Kephart gave an update of the status of the highway department's radio tower. The tower will need to be upgraded so it can be utilized.

Ross asked what the next step will be in getting the blue shop transferred to the building committee. He said the department needs to know so the process of putting up a replacement building can be started. Curt Kephart said he would get this item on the agenda of the next Finance and Personnel Committee, 2/26/07. The bid the highway department submitted to Solid Waste for their roll-off contract was not the low bid so we did not get the contract.

Ross informed the committee that the highway department's staffing plan will be on the agenda for the 3/15/07 highway committee meeting. He went to explain that several employees will be retiring this spring and we are currently at 51 employees – down from a 15-year average of 56 employees. In order to hire employees for this year's construction (June), we will need to start the hiring process by the first part of April.

Committee mentioned that the Finance and Personnel committee wants each position refill to be justified.

Dan Reis moved, Jerry Kosin seconded to convene into closed session pursuant to Section 19.85 (1)(c) Wis. Stats. for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: the annual performance evaluation of the highway commissioner. Motion carried by roll call vote with all voting in favor.

Dan Reis moved, Jerry Kosin seconded to return to open session. Motion carried. by roll call vote with all voting in favor.

Jerry Kosin moved, Jim Camery seconded to adjourn the meeting. Motion carried. The meeting adjourned at 9:15 a.m.

Highway Committee Minutes

3/15/07 - Chairman Chip Simones called the meeting to order at 8:04 a.m. Present were Chip Simones, Jerry Kosin, Mike Larson, Dan Reis, and Jim Camery. Highway personnel present were Ross Christopherson, Al Thoner, Ray Dohm, and Laurie Lundgaard. Curt Kephart was also present.

Chip Simones asked for public comment, but none was received.

Dan Reis moved and Jerry Kosin seconded to amend the minutes of the 2/15/07 meeting as follows: strike the words "*and a 10% contribution from Pierce County*" so that the motion now reads "*Jim Camery moved, Jerry Kosin seconded to consent to participate in the CTH "E" / USH 10 intersection improvement using HES funding.*" Motion carried. Dan Reis moved, Jerry Kosin seconded to approve the minutes of the 2/15/07 meeting as amended. Motion carried.

Jerry Kosin moved, Dan Reis seconded to approve the 2/1/07 vouchers in the amount of \$86,163.44 and the 3/16/07 vouchers in the amount of \$59,615.83. Motion carried.

Dan Reis moved, Jerry Kosin seconded to approve the 3/2/07 payroll in the amount of \$87,736.99 and the 3/16/07 payroll in the amount of \$102,733.66. Motion carried.

Ray Dohm handed out two quotes he received from vendors to update the vehicle exhaust system in the shop. Hasting Air Energy Control, Inc quoted \$24,603.34 and Sheet Metal Enterprises quoted \$34,305.00 for upgrading. Discussion followed regarding the large difference between the two quotes. It was also discussed that this upgrade project is included in the capital improvement plan and the 2007 budget. Jerry Kosin moved, Jim Camery seconded to have Ray find one more vendor that could submit a quote and bring it back at the next committee meeting. Motion carried.

Ross Christopherson explained to the committee that the job posting for Truck Driver had no signers, so no action was needed. The job posting for Shop Foreman had five signers. Ronny Johnson was the most senior employee and is qualified for the position. Dan Reis moved, Jim Camery seconded to approve Ronny Johnson for the position of Shop Foreman and to forward this to the Finance and Personnel Committee with the recommendation that they approve it. Motion carried.

Ross Christopherson presented a packet of information justifying the need to hire one (1) mechanic/welder and five (5) highway workers. Ross explained the criteria reviewed: planned bridge projects, planned construction projects, signed contracts/agreements with the State of Wisconsin Department of Transportation, a 3-year average of other work provided to municipalities, schools, and other counties. Ross further explained that the work force will be down to 48 employees in May and the department needs six more employees to effectively and efficiently complete the projects. The approved staffing plan and 2007 budget are based on a work force of 55. Dan Reis moved, Jerry Kosin seconded to approve the staffing plan at 55 employees as presented. Mike Larson moved, Dan Reis seconded to approve the hiring of one (1) mechanic/welder and five (5) highway workers and to forward this to the Finance and Personnel committee with the recommendation that they approve it too. Motion carried.

Ross Christopherson gave the committee an update on the transfer of assets that included the

highway's blue shop. Finance and Personnel committee members discussed it at their meeting and deferred action pending a strategic plan relative to the campus facility. So no action is needed at this time.

Ross Christopherson presented a list of completed township bridge projects that have been previously approved by the highway committee as county bridge aid projects. These requests for reimbursement total \$68,599.32. Mike Larson moved, Dan Reis seconded to approve the payment of bridge aids to the townships as presented. Motion carried.

Ross Christopherson explained to the committee that the driveway permitting process is working fine, but the fee needs to be updated. The current fee is \$25.00. Ross presented a list of neighboring counties and the fee structure for each. The fees ranged from \$25 for an agricultural driveway to \$300 for commercial or subdivision driveways. Any recommendation will be forwarded to Brad Lawrence and then County Board. Discussion followed regarding how much would be appropriate. Jerry Kosin moved, Dan Reis seconded to defer action until the next meeting. Motion carried.

Mike Larson moved, Dan Reis seconded to approve amending the agenda to take up the Staff Reports at this time, ahead of the Closed Session item. Motion carried.

Shop Superintendent's Report (Ray Dohm)

The Sure-Strike hammer that we had for demo-ing for a 21-day trial period broke. The company will pick it up as we will not be taking it.

The salt brine plant is up and running.

The shop is getting construction equipment ready for the next season.

The crusher is up and running in the "VV" Quarry.

Three quad axle trucks have been painted, tail gates updated. The shop is getting the paver and shouldering machines ready for the season.

Patrol Superintendent's Report (Al Thoner)

We are on target with the maintenance budget. Ross and Curt Kephart said they had received compliments on the rapid clearing of the snow from the storms.

After the storms and plowing, drifting snow makes people think no plowing has been done.

There are a few spring runoff problems to deal with, such as washouts and water over the road.

Office Manager's Report (Laurie Lundgaard)

The fringe benefit (incidental labor) rate went up from last year's 68.83% to 76.44%. This is probably due to having less overtime in 2006 to recover more incidental labor charges.

The county's consolidated cell phone contract is in the works and three phones are being tested at this time in the department. The new contract will save the county some money.

Commissioner's Report (Ross Christopherson)

Update on the light for the tower – the Village of Ellsworth has a light and they will get the light mounted at no charge to the highway department, but the highway department will be responsible for the monthly light bill. Maintenance of the light will be the responsibility of others.

Four non-represented employee's job descriptions were reviewed by the third party and resulted in a recommendation to upgrade three of them at this time.

The April 19th meeting will include oil and culvert bids.

Jerry Kosin moved, Jim Camery seconded to convene into closed session pursuant to Section 19.85(1)(c) Wis. Stats., for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: annual performance evaluation of the highway commissioner. Motion carried by roll call vote with all voting in favor.

Dan Reis moved, Jerry Kosin seconded to return to open session. Motion carried by roll call vote with all voting in favor.

The committee went over the performance evaluation with Ross and gave him some ideas where he could focus his efforts. They asked him to bring forward some projected goals, or areas of growth for the upcoming year. Jerry Kosin moved, Dan Reis seconded to award Ross Christopherson with a grade of “meets standards” and approve a step increase for him. Motion carried.

Ross Christopherson expressed his gratitude and said that he enjoyed working with the committee this past year.

Jerry Kosin moved, Dan Reis seconded to adjourn the meeting. Motion carried.
The meeting adjourned at 11:15 a.m.

Highway Committee Minutes

4/19/07 – Vice Chairman Jerry Kosin called the meeting to order at 7:30 a.m. Present were Jerry Kosin, Mike Larson, Dan Reis, and Jim Camery. Chip Simones was excused. Highway personnel present were Ross Christopherson, Al Thoner, Jim Harris, Ray Dohm, and Laurie Lundgaard. Also present was Curt Kephart. Others present were Bethann Mahle, Randy Spangler, Jack Hines, Larry Murphy, and Steve Wittig.

Jerry Kosin asked for public comment but none was received.

Jim Camery moved, Dan Reis seconded to approve the minutes of the 3/15/07 committee meeting. Motion carried.

Jim Camery moved, Mike Larson seconded to approve vouchers dated 3/30/07 in the amount of \$239,905.81 and vouchers dated 4/13/07 in the amount of \$224,236.92. Motion carried.

Dan Reis moved, Jim Camery seconded to approve the payroll dated 3/30/07 in the amount of \$83,358.75 and the payroll dated 4/13/07 in the amount of \$83,726.48. Motion carried.

Ray Dohm explained to the committee that the information he requested on the vehicle exhaust system for the shop has not arrived yet so this item will need to be placed on the agenda for the next meeting in May.

Ross Christopherson showed the committee a chart depicting what other counties are charging for their driveway access permit application fees. Pierce County has had the same fee for all types of driveways for over 20 years. Once the highway committee determines a fee, Ross will work with Brad Lawrence, Corporation Counsel to implement the policy. Mike Larson moved, Dan Reis seconded to change the driveway access permit application fee from a flat \$25 to \$50 for agricultural or residential driveway and \$100 for subdivision, commercial and other driveways. Motion carried.

Ray Dohm introduced Randy Spangler from Westermann Supply. Randy explained that he can get us a newer model crushing plant that is a cone type plant. It is a Telsmith cone crusher with 3 deck screens that has 7,000 hours on it. The model is electric instead of diesel and is in nice shape. The committee had several questions and Ross noted that this is preliminary information only. The department will be taking a look at our current model and the repair costs per ton as well as how it will be paid for. This item will be on the agenda for the next highway committee meeting.

Ross Christopherson said that of the five job openings that were posted, only one had signers – the 5-yard loader operator. There were three signers, but one, Don Hines, requested to have his name removed. Of the two remaining signers, Rod Glampe and Randy Erickson, Randy has the most seniority and is eligible and qualified to sign. Dan Reis moved, Jim Camery seconded to

approve Randy Erickson for the job posting of 5-yard loader operator, Class III, effective April 23, 2007. Motion carried.

Jim Harris went over the results of the 2007 road oil bids as follows:

		Flint Hills Resources	Monarch Paving	Marathon Petroleum
Oil Type	Unit	Unit Price	Unit Price	Unit Price
SC – 500	Tons	No Bid	No Bid	No Bid
SC – 800	Tons	\$493.24	\$449.66	No Bid
PG 64-22	Tons	No Bid	No Bid	No Bid
PG 58-28	Tons	No Bid	\$348.80	No Bid
CRS2 Applied	Gallons	\$1.34	No Bid	\$1.435
HFSR – 2 applied	Gallons	No Bid	No Bid	No Bid

Mike Larson moved, Dan Reis seconded to approve the bid from Flint Hills Resources for CRS2 applied at \$1.34 per gallon and the bid from Monarch Paving for SC-800 at \$449.66 per ton and PG 58-28 at \$348.80 per ton. Motion carried.

Jim Harris went over the results of the 2007 Pulverizing Bids (includes LRIP projects) as follows:

Monarch Paving		
Type of Pulverizing	Mile Price	Square Yard Price
County Roads	\$3,998.00	\$0.31
Town Roads	\$3,998.00	\$0.31
Village/City Streets		\$0.38

Kraemer Companies		
Type of Pulverizing	Mile Price	Square Yard Price
County Roads	\$3,589.00	\$0.278
Town Roads	\$3,589.00	\$0.278
Village/City Streets		\$0.38

Tri-County Paving Inc.
NO BID

Dan Reis moved, Mike Larson seconded to approve the bid from Kraemer Companies for 2007 pulverizing at \$3,598.00 per mile for County and Town Roads and \$0.38 per square yard for Village and City Streets. Motion carried.

Jim Harris went over the results of the LRIP asphalt bids as follows: Only one vendor submitted a bid at \$31.79 per ton from Monarch Paving. Mike Larson moved, Dan Reis seconded to approve the bid from Monarch Paving for LRIP asphalt at \$31.79 per ton. Motion

carried.

Al Thoner presented a driveway variance request form Bruce Mahle for a driveway on CTH "S". The variance is required because the location is only 440' from an existing driveway, less than the required 500'. It was also determined that visibility would be improved if two trees were removed from the neighboring parcel, which is no problem per landowner Steve Wittig. Dan Reis moved, Mike Larson seconded to approve the variance for Bruce Mahle on CTH "S" with the stipulation that Steve Wittig remove the two trees, which will be identified by the highway department. Motion carried.

Al Thoner presented another driveway variance request from Brandon King for a driveway on CTH "VV". The location is in Hager City and less than 500' from an existing driveway. Since the location is also in a more populated area and approaching an intersection with a stop sign, the speed limit is only 40 mph so stopping distance is OK. Jim Camery moved, Mike Larson seconded to approve the variance for Brandon King on CTH "VV". Motion carried.

Al Thoner presented another driveway variance request Elizabeth Barrett-Dixen on CTH "N". The location is only 175' from an existing driveway. There is a field driveway there already, so this is a request to improve that. The proposed location is the safest possible place to put the driveway. Mike Larson moved, Dan Reis seconded to approve the variance for Elizabeth Barrett-Dixen on CTH "N". Motion carried.

Jim Harris presented the results of the 2007 culvert bids. A detailed copy is on file at the highway department. Two vendors submitted bids (item by item) Johnston/Fargo and Contech Construction. Using last year's usage for quantities and sizes, Contech Construction came in as the low bidder. Also, using one of each size Contech Construction came in as the low bidder. Highway department staff recommended the bid awarded to Contech Construction. Dan Reis moved, Jim Camery seconded to award the 2007 culvert bid to Contech Construction. Motion carried.

Ross Christopherson told the committee that the annual highway safety training day for all highway employees is scheduled for April 27, 2007. In the past the department has furnished coffee and rolls or cookies for morning break and lunch at noon for about 100 people. The department has always invited the townships, villages, and cities to be included for this training. The cost for coffee, rolls or cookies and lunch has been around \$500 in the past. The meal will be provided by employees, volunteering their time to prepare it. The department charges non-county attendees a \$5 registration fee to offset some of the cost. Mike Larson moved, Jim Camery seconded to approve up to \$500 for the annual safety training meal. Motion carried.

Ross Christopherson briefly explained the project on CTH "U" #7897-01-00 to the committee. In order to properly reconstruct the highway designated in this project, it is necessary to relocate or change and acquire right-of-way lands. A relocation order is necessary to accomplish this. Mike Larson moved, Dan Reis seconded to approve the relocation order. Motion carried.

Dan Reis moved, Mike Larson seconded to convene into closed session pursuant to Section 19.85 (1)(f) Wis. States. For the purpose of considering financial, medical, social or

personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where 19.85 (1) (b) applies which, if addressed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations and Section 19.85 (1)(c) Wis. Stats. for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: consideration of a personnel problem. Motion carried by unanimous roll call vote.

Mike Larson moved, Dan Reis seconded to return open session. Motion carried by unanimous roll call vote.

Mike Larson moved, Dan Reis seconded to grant truck driver Hines a leave of absence for personal reasons for the period of the suspension of the CDL up to one (1) year or when the CDL is reinstated, whichever comes first. Motion carried.

Mike Larson left the meeting at this point.

Ross Christopherson explained to the committee that the Village of Plum City is planning a project on Main Street (CTH "U") in Plum City this summer with sidewalks, sewer, gutters, manholes and the street. Since the street is also a county road, there is some cooperation necessary with the highway department. The Village is taking bids on this project, but the highway department feels it is not in the best interest of Pierce County to submit a bid. No action is needed on this item.

Ross Christopherson briefly explained the project on CTH "J" #311.12J to the committee. In order to properly reconstruct the highway designated in this project, it is necessary to relocate or change and acquire right-of-way lands. A relocation order is necessary to accomplish this. Jim Camery moved, Dan Reis seconded to approve the relocation order. Motion carried

Ross Christopherson explained that he received quotes from two vendors for the acquisition of right-of-way land for the CTH "J" #311.12J project. Timbers-Selissen Land Specialists bid \$5,500 and Ayres Associates bid \$8,000. Dan Reis moved, Jim Camery seconded to grant the job to Timbers-Selissen Land Specialists at \$5,500.00. Motion carried.

Bids were received from four vendors for the CTH "AA" Pine Creek Bridge Structure #B-47-0201 as follows:

Larson Construction	\$132,541.50
Ruzic Construction	\$136,446.20
Lunda Construction	\$147,102.50
Ed Kraemer & Sons	\$149,834.40

Ross has applied for LRIP funding for this project. Dan Reis moved, Jim Camery seconded to award the project to Larson Construction at \$132,541.50. Motion carried.

Ross Christopherson gave the committee a short update on the equipment/truck storage building to replace the blue shop. Curt Kephart added that some county board members would like to see this issue moved forward so it will be brought up again at the county board. It is

estimated that the new building will cost \$800,000. There are several options for funding the building.

Shop Superintendent's Report (Ray Dohm)

The highway department sold the El Paso last fall, but the sale is still not finalized. Ray asked who should mow the lot as the deed has not been transferred yet.

Ray would like to have the Plum City shop annexed to the Village of Plum City and get on the water and sewer system. This item will be placed on the next highway committee meeting agenda.

The moving truck #35 is having some cam shaft issues. It would cost from \$10,000 to \$12,000 to repair it. Would like to replace it with another good used unit.

Patrol Superintendent's Report (Al Thoner)

On both the state and county roads we have been repairing spring ditch washing, shoulder reclaiming, sweeping, patching and dealing with a few storms. The Prescott bridge tenders started April 1st and just finishing training with the new controls there.

Construction Superintendent's Report (Jim Harris)

Some of the crew have been helping the state guys with the ditches and shouldering. We've also been making breaker rock in the "VV" quarry and making breaker rock piles for Trenton and at the Stogdill pit as well as crushing rock for the hot mix.

Office Manager's Report (Laurie Lundgaard)

The 2006 book closing process for the highway department is complete. Steve Tracey, CPA will be at the May 17th highway committee meeting to go over the 2006 highway department fund balances and financial report with the committee.

The fringe benefit rate has been adjusted to accommodate the five 2007 retirees' payouts. The fringe benefits are always charged against projects based on the prior year's cost. But when you know of extra costs that will take place in the current year, you can adjust the rate accordingly.

Other ways to track the accounts receivable have been researched. The current way using Excel is cumbersome. CHEMS is being used along side the current way of tracking to see if it will work better. It should save some time in the long run if it works the way it is expected to work.

Commissioner's Report (Ross Christopherson)

The Spring District meeting is May 4th at 8:30 a.m. in Clark County. We need to leave Ellsworth by 6:15 a.m.

The 2007 Summer Highway Conference is June 11, 12, and 13, 2007. Ross encourages all who wish to attend to let him know as soon as possible.

Job applications for welder/mechanic were screened down to six and the applications for heavy equipment/ truck driver were screened down to sixteen. Interviews will take place on April 30, 2007.

Reclassifications for the non-reps have been done. The following changes have been approved: Construction Superintendent – grade 22; Patrol Superintendent – grade 21; Shop Superintendent – grade 20; Commissioner – grade 25.

The next agenda will include Steve Tracey with the 2006 financial report of the highway

department and fund balance statement; the crusher update; and annex the Plum City Shop. The next meeting is May 17, 2007 at 8:00 a.m.

Dan Reis moved, Jim Camery seconded to adjourn the meeting. Motion carried. The meeting adjourned at 11:00 a.m.

Highway Committee Minutes

5/17/07 - Chairman Chip Simones called the meeting to order at 8:03 a.m. Present were Chip Simones, Jerry Kosit, Dan Reis, and Jim Camery. Mike Larson arrived at 8:15. Highway personnel present were Ross Christopherson, Al Thoner, Jim Harris, Ray Dohm, and Laurie Lundgaard. Also present during the meeting were Julie Brickner, Steve Tracey, Paul Barkla, Curt Kephart, Gary Peterson, Ryan Rasmussen, Dennis Kreuser, Randy Spangler, and Jim Squiers. Chip Simones asked for public comment and none was received.

Jerry Kosit moved, Dan Reis seconded to approve the minutes of the 4/19/07 meeting. Motion carried.

Dan Reis moved, Jerry Kosit seconded to approve the 4/27/07 vouchers in the amount of \$55,829.04 and the 5/11/07 vouchers in the amount of \$99,085.53. Motion carried.

Jerry Kosit moved, Jim Camery seconded to approve the 4/27/07 payroll in the amount of \$82,942.03 and the 5/11/07 payroll in the amount of \$81,053.30. Motion carried.

Jerry Kosit moved, Dan Reis seconded to amend the agenda and handle the driveway variance requests at this time. Motion carried.

Al Thoner explained the driveway variance request from Gary Peterson is located on CTH A south of 420th St. The proposed site is less than the required 500' distance from an existing driveway. This distance is only 465'. The site does meet the seven second visibility requirement. The proposed site is the best suitable place for the driveway and the department recommends approval. Jerry Kosit moved, Dan Reis seconded to approve the driveway variance request as presented for Gary Peterson. Motion carried.

Al Thoner explained the driveway variance request from Lenore Johnson is located on CTH F north of CTH MM. The proposed site is only 100' from an existing driveway and is for an agricultural driveway. Al said the location is on a constant curve. Dan Reis moved, Jerry Kosit seconded to defer action on this request pending further information. Motion carried.

Al Thoner explained that the driveway variance request on CTH N will not be presented at this meeting as there is not sufficient information. Dan Reis moved, Jerry Kosit seconded to defer action. Motion carried.

Ross Christopherson introduced Steve Tracey, CPA from LarsonAllen. Steve Tracey went through the 2006 highway department fund statement. Discussion was held regarding internal controls, purchasing vs. leasing equipment. Committee members' questions were answered.

Ray Dohm gave the committee some background information on the highway department's crushing plant and the plans to replace it. Several vendors were present and gave

brief explanation of what they had to offer. Ross Christopherson told the committee that the department staff would compare the information and bring it back to the committee later so the committee would be better able to decide which way to go. After more discussion, it was determined to send out for bids for a late model cone crusher and genset. Ray Dohm will put together the specifications for the cone crusher. Dan Reis moved, Mike Larson seconded to defer action on this item. Motion carried.

Ray Dohm presented bids specs for a tandem axle tractor (moving truck) to replace unit #35. Ross Christopherson explained that this is a planned replacement and is in our budget. Dan Reis moved, Mike Larson seconded to approve sending out the bid specs as presented. Motion carried.

Ross Christopherson went through a list of STP Rural and Bridge program projects and the schedule for the projects. No projects are being added this year, but Ross is going to request there is more money put into projects currently on the schedule, specifically CTH F and CTH U. No action was needed on this item as it was an update and informational only.

Ross Christopherson informed the committee that he attended the Building Committee meeting last Tuesday. They discussed the truck storage building (blue shop) and how the highway department would transition from that building to a new building. Funding of a new building was also discussed and asked Ross to present a few different options or scenarios on funding for a new building.

The annexation of the Plum City shop still has to be approved by the Village of Plum City. Dan Reis moved, Jerry Kosin seconded to defer action on this item. Motion carried.

Al Thoner explained that the Discretionary Maintenance Agreements with the State of Wisconsin did not arrive yet, so no action is needed on this item.

Shop Superintendent's Report (Ray Dohm)

The original quotes on the vehicle exhaust system for the shop have expired.

Patrol Superintendent's Report (Al Thoner)

We are washing County bridges getting ready for bridge deck sealing.

Also, patching roads and Rosco patching on the bridge approaches.

Bridge tenders have been trained in on the new upgrades at the Prescott Bridge.

Construction Superintendent's Report (Jim Harris)

Crews patched blacktop for Diamond Bluff, Oak Grove & Clifton Townships

Crews are hand & grader patching on the CTH system.

Construction crew finishing up grading project for Ellsworth Twp. on 570th Ave.

Finished sweeping project for the UW-RF roads and parking lots.

Commissioner's Report (Ross Christopherson)

Attended the NACE conference in Milwaukee. Ross said that the conference was very beneficial.

Land owner Ronald Jablonske wants to purchase 0.11 acres from us as his property borders the Stogdill pit and he wants to put up a garage or shed and doesn't have enough land.

Sheriff's department wants to store their emergency communication van in a concrete structure, like our shop. We just don't have the space available at this time.

Reminder about the summer highway conference June 11-13, 2007

Four new employees started 5-14-07 and one more will start on 5-21-07. Two summer student employees started on 5-14-07 also. We normally hired from 6 to 9 during the summer but this year we are going to try to get by with only two.

Jerry Kosin moved, Mike Larson seconded to adjourn the meeting. Motion carried. The meeting adjourned at 11:15 a.m.

Highway Committee Minutes

5/30/07 - Vice-chairman Jerry Kosin called the meeting to order at 4:00 p.m. Present were Jerry Kosin, Mike Larson, and Jim Camery. Highway personnel present were Ross Christopherson, Al Thoner, Jim Harris, Ray Dohm, and Laurie Lundgaard. Also present were Paul Barkla, Jeff Holst, Curt Kephart, Neil Gulbranson, Brad Verges, Derek Featherstone, and David Hausman.

Jerry Kosin asked for public comment on any issue not related to agenda items. None was received.

Ross Christopherson introduced David Hausman from the Department of Natural Resources. Mr. Hausman explained to the committee the DNR's need for a boat storage facility in the Ellsworth area. There is some federal funding through the coast guard that will be used to build a structure, provided a site is available. No county funds will be required. The building should be approximately 40' x 80' with about a 14 foot entry door.

Discussion took place regarding who would own the building, and who would maintain, insure, and use the building. Mr. Hausman said that a Memorandum of Understanding would be drafted so all parties would have a complete understanding of all the terms. Ross Christopherson stated that he had some specific concerns and wants them to be included in the Memorandum of Understanding.

Ross Christopherson told the committee that the only possible site on highway department land is located on the south side of the parking lot behind the main highway shop. All those present went outside to view the site.

After returning to their seats, discussion took place regarding construction insurance and other particulars. Mr. Hausman reassured that nothing would happen until all parties were in agreement and have signed the Memorandum of Understanding.

Jim Camery moved, Mike Larson seconded to approve of the building on highway department property subject to Corporation Counsel's review and the highway committee's approval of the Memorandum of Understanding. Motion carried.

Mike Larson move, Jim Camery seconded to adjourn the meeting. Motion carried. The meeting adjourned at 5:00 p.m

HIGHWAY COMMITTEE MINUTES

6/21/07 - Chairman Chip Simones called the meeting to order at 8:00 a.m. Present were Chip Simones, Mike Larson, and Dan Reis. Highway personnel present were Ross Christopherson, Al Thoner, Jim Harris, Ray Dohm, and Laurie Lundgaard. Also present was Randy Spangler from Westermann Supply. Jerry Kosin was excused.

Chip Simones asked for public comment on any issue not related to agenda items. None was received.

Dan Reis moved, Mike Larson seconded to approve the minutes of the 5/17/07 and the 5/30/07 meetings. Motion carried.

Jim Camery arrived.

Mike Larson moved, Dan Reis seconded to approve the vouchers dated 5/25/07 in the amount of \$50,237.64 and the vouchers dated 6/13/07 in the amount of \$389,507.53. Motion carried.

Dan Reis moved, Mike Larson seconded to approve the 5/25/07 payroll in the amount of \$85,875.96, the 6/8/07 payroll in the amount of \$90,694.66 and the 6/22/07 payroll in the amount of \$89,392.64. Motion carried.

Al Thoner explained to the committee that the driveway variance request on CTH "F" from landowner Johnson agreed to drop the request, so no action was needed.

Al Thoner explained to the committee that the driveway variance request on CTH "I" from landowner Esanbock was actually for three driveways. One was an agricultural driveway that would be on the west side of "I" and does not need a variance. The other two would be on the east side of "I" and if the most southern one of them was dropped, the other one wouldn't need a variance. So the landowner agreed to do that. So no variance is needed. No action was needed from the committee.

Ray Dohm presented a brief background on the crusher and crushing plant updates needed. He also presented the electric cone crusher bid results as follows:

Vendor	Year/Make/ Model	Outright Price	Trade Allowance #222	Trade Allowance #373	Net Price
Aring Equipment	2003 Cedarapids MVP280 ----- New 500 Kw Volvo Genset				\$452,000.00
RB Scott	2007 Metso/Nordberg NW300HPS-CC ----- New 500 Kw Volvo Genset				\$562,000.00

Westermann Supply	1999 Telsmith 44S-HS-CCP ----- New 450 Kw Detroit Diesel Genset				\$378,250.00
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Ray went on to explain that the low bidder, Westermann Supply, will let the highway department try it out for 2 or 3 weeks to make sure it does what we need it to do and then refurbish it, included in the bid price if we agree to buy it. Randy Spangler from Westermann Supply addressed the committee and gave a brief background of the unit he is offering. He said we should try it for a couple weeks and he would guarantee that the unit will perform up to our needs. If it doesn't, the department would not have to buy it. The highway staff recommended that we accept Westermann's proposal to use it for 2-3 weeks to be certain that it performs as expected and to bring it back to the committee in July for their approval. Randy Spangler said that he would like a commitment contingent on its performance. Dan Reis moved, Mike Larson seconded to approve trying it out with the understanding that we will agree to buy it if it meets the performance guarantee. Motion carried.

Ray Dohm explained to the committee that the next item on the agenda, "Discuss/Take Action on Moving Truck (Unit #35) Bids" does not need to be approved. He said that the department will have to adjust its equipment purchase plan to allow for the purchase of the cone crusher. Mike Larson moved, Dan Reis seconded to deny the purchase of a new moving truck to replace unit #35. Motion carried.

Ross Christopherson told the committee that he attended the Building Committee last week and distributed a proposed "Process" for the transfer of the blue building and the Quonset building. The proposed Process for the transfer was as follows:

THE PROCESS

- Highway Committee and Pierce County Board approve of the new building and the process.
- Highway Department builds a 100' x 200' metal storage building at the main highway shop site starting the fall of 2007.
- Pierce County Board agrees to transfer \$50,000 a year for (6) six years from the \$300,000 in the contingency fund that is earmarked for the "Blue Building transfer". The first transfer will take place in December of 2007.
- Estimated cost: 100' x 200' = 20,000 sq. ft. @ \$40.00 per sq. ft. = \$800,000.
- The Highway Department will take out a loan or bond for \$800,000. Funds to be paid back from revenue generating funds: #704 machinery and equipment fund and/or #703 gravel pit/bituminous operations fund. **NO TAX LEVY APPROPRIATION MONEY.**
- The Highway Department will move out of the Blue Building as soon as the new storage building is finished in the spring of 2008.
- The Highway Department will move out of the Quonset Building the spring of 2008.
- The Sheriff's Department must move out of the inside storage (48' x 80') south end of the west storage building at the Highway Department main shop by spring of 2008. The outside impound area will not change.
- By the spring of 2008 the Highway Department will end any repairs or utility costs of the Blue Building and Quonset Building.

Ross went on to explain that the Building Committee rescinded their earlier motion to transfer \$50,000 each year for six years (\$300,000 total) to the highway department and made a new motion to transfer the full

\$300,000 up front. The highway department could use \$100,000 from the machinery and equipment fund and the other \$400,000 would have to be borrowed or bonded. If the department could borrow from the county's undesignated contingency fund, it would be paid back \$100,000 each year for four years. Discussion followed regarding borrowing and bonding and payments back to the county. Mike Larson moved, Dan Reis seconded to approve the proposed Process with the funding plan to include the up-front \$300,000 transfer from the county's designated contingency fund (ear-marked for the blue building) and borrowing \$400,000 from the county's undesignated contingency fund to be paid back at the rate of \$100,000 a year for four years, and to forward this to the Finance and Personnel Committee and County Board for their approval. Motion carried.

Ross Christopherson explained to the committee that Ron Jablonske has property that adjoins the Stogdill Pit land owned by the highway department. Mr. Jablonske would like to add on to his garage but doesn't have enough land to accommodate it. Mr. Jablonske would like to purchase a small piece of land 35' x 200' (0.16 acre) to expand his property. The highway department sees no problem with selling it to Mr. Jablonske. Discussion followed regarding the value and the committee was reminded that Dairyland Power purchased Stogdill Pit land last year and the price they paid was \$12,000 - \$13,000 an acre. Dan Reis moved, Mike Larson seconded to declare the 35' x 200' parcel on the southeast corner of the Stogdill Pit as surplus property and to approve the sale of this 0.16 acre parcel to Ron Jablonske at \$13,000 per acre plus any expenses and to forward this to the Finance and Personnel Committee for their approval. Motion carried.

Ross Christopherson presented a bridge aid request from Union Township for the replacement of 36" culvert and 100' of roadway on 190th Avenue in the amount of \$14,012.00. The county's share would be half, \$7,006.00. Dan Reis moved, Mike Larson seconded to approve the bridge aid request from Union Township as indicated above. Motion carried.

Shop Superintendent's Report (Ray Dohm)

A bio-diesel update will be on the next agenda

Will try out the crusher and bring it up at the next meeting.

Focus on Energy audit is being done and we'll have our heating contractor and electric contractor here next Tuesday the 26th of June.

Patrol Superintendent's Report (Al Thoner)

State – patching, hand patching. Doing just the minimum on USH 63 as that is a new project for next year. Washing bridge decks, sealing bridge decks and spraying guardrail.

County – Patching, hand patching. Mowing ditches, first cut of mowing. Guardrail spraying, also in Pepin and St. Croix counties.

Construction Superintendent's Report (Jim Harris)

Working in Trenton Township on a project. Re-aligning to 90°, the intersections at CTH “C” and USH 10/63 and CTH “O” and STH 65.

Bridge crew is re-lining culverts on STH 65 and USH 63.

Seal-coating is in process.

Commissioner's Report (Ross Christopherson)

The county section 4 maintainer has retired and we would like to make that section a winter-only section. Last year at this time we had seven sections of county roads. Last fall we eliminated one section by making the other six a little larger. This new change will leave five summer sections and 6 winter sections for the patrolmen to cover.

Attended the Summer Highway Conference with Chip Simones, Dan Reis, and Jerry Kosin. There was lots of information, some not so good. The STP-Rural funding that was approved for our CTH "G" project is gone. The federal aid rules have changed.

Ross Christopherson asked the committee about the possibility of getting an exception to the employee ID policy for the highway employees that are not working in the offices. Much discussion followed and each member offered their understanding of the policy. It was determined to follow the policy as it is written.

Union negotiations include getting some language for employees with CDLs in the event they should lose their license.

The budget process for 2008 has begun. 2008 staffing plans and new personnel requests are due July 1st. A 0% increase is being set for all departments.

Jim Camery moved, Mike Larson seconded to adjourn the meeting. Motion carried. The meeting adjourned at 9:57 a.m.

HIGHWAY COMMITTEE MINUTES

7/19/07 - Chairman Chip Simones called the meeting to order at 8:04 a.m. Present were Chip Simones, Jerry Kosin, Mike Larson, and Dan Reis. Jim Camery was excused. Highway personnel present were Ross Christopherson, Al Thoner, Jim Harris, Ray Dohm, and Laurie Lundgaard. Curt Kephart was also present.

Chip Simones asked for public comment and none was received.

Dan Reis moved, Mike Larson seconded to approve the minutes of the 6/21/07 meeting. Motion carried.

Jerry Kosin moved, Dan Reis seconded to approve the vouchers dated 6/27/07 in the amount of \$11,516.92 and the vouchers dated 7/11/07 in the amount of \$99,521.30. Motion carried.

Mike Larson moved, Dan Reis seconded to approve the payroll dated 7/6/07 in the amount of \$93,072.78 and the payroll dated 7/20/07 in the amount of \$92,740.61. Motion carried.

Laurie Lundgaard requested to send two office staff to the annual CHEMS training to be held in Wausau on October 18 and 19, 2007. The State will pay for registration fee, training time and travel expenses for the two people. Mike Larson moved, Dan Reis seconded to send two people to the annual CHEMS training as requested. Motion carried.

Laurie Lundgaard presented to the committee the 2008 staffing plan and the request that was submitted to the administration office for an increase in hours for the two highway bookkeepers for 2008. Laurie went on to explain that this request has been submitted previously for 2006 and 2007 budgets and was approved by the highway committee but was cut during the budget process at Finance and Personnel committee meetings. There is no county appropriation for highway administration but rather costs are handled by a 4.5% administration fee charged to all state, city, village, town and county projects. Laurie said that the administration fee will cover the cost of the additional hours. Mike Larson moved, Dan Reis seconded to approve the request for the increase in hours for the two bookkeepers and that the request is forwarded to the finance and personnel committee. Motion carried.

Ross Christopherson informed the committee of the Nominal Payment Parcel Report for the CTH "J" project #311.12J. He went over the amounts listed as a result of a sales study. There are a total of five (5) parcels with a total of \$13,950 for acquisition of the right-of-way and other items. Mike Larson moved, Jerry Kosin seconded to approve the Nominal Payment Parcel Report for the CTH "J" project as presented. Motion carried.

Ross Christopherson explained to the committee the Nominal Payment Parcel Report for the CTH “U” project #7897-01-23 which was previously approved was revised and needs to be approved again. There are a total of five (5) parcels and four (4) of them have revisions for an additional total amount of \$2,750. Items being compensated include mature trees, fencing and temporary limited easements. Dan Reis moved, Mike Larson seconded to approve the Revised Nominal Payment Parcel Report for the CTH “U” project #7897-01-23. Motion carried.

Ross Christopherson presented the Design Build Proposal Specifications and Price Quote document that will be used by vendors to quote on a new heated equipment storage building for the highway department (to replace the blue building and Quonset hut). Ross went over the specs with the committee and explained the expected timeline. It is planned that this building will be started yet this fall. Discussion was held regarding the transfer of funds and the \$400,000 loan from the general fund that needs County Board approval yet. Ross stated that if the loan request isn’t granted by the County Board the department will have to borrow from the local bank. Bidding documents will be reviewed with Corporation Counsel. Mike Larson moved, Jerry Kosin seconded to approve the Design Build Proposal Specifications and Price Quote document. Motion carried. The advertisement for quotes will go to the newspaper next week.

Ray Dohm gave the committee a brief update on the cone crusher that we are trying out for 21 days. He explained that after it arrived and ran it for an hour, it encountered problems and the cone had to be sent to Milwaukee to be refurbished. Once we get the cone back we will still have the 21 days to try it out. It was discussed that it was a good thing that the problem happened before the department took ownership as the repair costs will not be the highway department’s responsibility.

Shop Superintendent's Report (Ray Dohm)

A bio-diesel update will be made at a future meeting.

Focus on Energy was here and did a survey. The results will be presented at a future meeting.

Patrol Superintendent's Report (Al Thoner)

First cuts of mowing have started on both county and state roads.

Bergman Companies was hired to paint centerlines only on county roads and also the striping on the newly seal-coated roads.

Taylor County has been hired by the State to do the traffic painting on the state roads in Pierce County and other counties in the area.

Construction Superintendent's Report (Jim Harris)

The CTH O and STH 65 intersection and the CTH C and USH 10 intersection are finished. These projects are being funded by the state.

Twenty miles of seal-coating have been done on E, HH, G and VV.

Excess pea gravel and black diamond slag is salvaged for future use.

Working on the Trimble Park road.

Office Manager's Report (Laurie Lundgaard)

Received the 2008 budget calendar and worksheets.

Commissioner's Report (Ross Christopherson)

CTH "FF" box culvert will be replaced starting on July 30, 2007. The road will be closed during the project. October 1, 2007 is the expected completion date.

Two items on the next county board agenda that concern the highway department are the sale of property in Trenton Township and approval of the \$400,000 loan from the general fund.

The Village of Plum City will start their Main St. project on 7/23/07. CTH "U" will be closed until about 11/1/07, but there will be a detour marked.

Brad Lawrence and Ross are working together on labor agreement language for the highway labor contract. Ross stressed the importance of settling the contract by 12/31/07 as the retroactive labor payments cannot be billed out to our customers. The highway department has to absorb the costs that could have been billed out if labor rates are not settled by 12/31/07.

The next meeting will be on August 16, 2007 at 8:00 a.m.

Agenda items will include building quotes and 2008 budget proposals. Curt offered insights to the budget process and noted the uncertainty of any increases.

Curt Kephart stated that a catch basin in the parking lot between the office building and the greenhouse on Kinne Street collapsed. Rather than take time getting quotes, he asked the highway department to fix it the response was immediate. He thanked the department for the speedy action.

Jerry Kosin moved, Dan Reis seconded to adjourn the meeting. Motion carried. The meeting adjourned at 9:33 a.m.

Highway Committee Minutes

8/16/07 - Chairman Chip Simones called the meeting to order at 7:30 a.m. Present were Chip Simones, Jerry Kosin, Mike Larson, and Dan Reis. Jim Camery was excused. Highway personnel present were Ross Christopherson, Al Thoner, Jim Harris, Ray Dohm, and Laurie Lundgaard. Others present were Dave Weissinger, Jeff Frost, Zac Hinrichs, Doug Brantner, and Dick Kraft.

Chip Simones asked for public comment and none was received.

Jerry Kosin moved, Dan Reis seconded to approve the minutes of the 7/19/07 meeting.

Motion carried.

Jerry Kosin move, Dan Reis seconded to approve the vouchers dated 7/25/07 in the amount of \$220,388.12 and the vouchers dated 8/9/07 in the amount of \$290,507.59. Motion carried.

Dan Reis moved, Jerry Kosin seconded to approve the payroll dated 8/3/07 in the amount of \$92,437.47 and the payroll dated 8/17/07 in the amount of \$90,859.47. Motion carried.

The truck storage building bid results were presented by Ross Christopherson as follows:

<u>Vendor</u>	<u>Total Cost</u>
Bauman Construction	\$724,770
Derrick Companies	\$714,000
Design Builders & Contractors	\$667,378
Durand Builders Service	\$681,315
Red Wing Construction Co.	\$711,814
Ross & Associates, LTD	\$723,300
Shefchik Builders	\$759,269
True North Building Contractors	\$873,415

The three lowest bidders were present to address the committee. Each vendor was given time to present their information and answer questions from the committee. Discussion among the committee and staff followed regarding bid specs, quality, and b-type or c-type building. It was also noted that Red Wing Construction Co. included site excavation in their bid, which is not needed as Pierce County Highway Department will be doing the excavation. Mike Larson moved, Jerry Kosin seconded to award the project to Red Wing Construction Co. for the quality features of their product. Motion carried.

Al Thoner told the committee of the Foremen and Superintendents conference that is scheduled for September 26-28, 2007 in Bayfield County, Wisconsin. In the past, the department

has sent up to five employees to the conference. Jerry Kosin moved, Dan Reis seconded to allow five employees to attend the 2007 conference. Motion carried.

Ross Christopherson and Jim Harris explained the bridge aid request from Salem Township for a structure on 330th Ave. 1,000' east of 450th St. The township is requesting bridge aid on only the box culvert (materials only) – no labor or equipment. Discussion followed regarding the proper filing process for the townships to follow. If Salem Township had followed the process, the amount would have included labor and equipment. Dan Reis moved, Jerry Kosin seconded to approve the bridge aid request from Salem Township with the county's share to be \$14,831.20. Motion carried.

Ross Christopherson informed the committee that the employee who held the position of County Maintenance Patrolman Section #4 retired in May 2007. Ross explained that the work has been covered by other patrolman this summer and that the permanent position could be abolished if a winter-only seasonal position were created. Jerry Kosin moved, Dan Reis seconded to abolish the current position of County Maintenance Patrolman Section #4. Motion carried. Dan Reis moved, Jerry Kosin seconded to create a winter-only seasonal position of County Maintenance Patrolman Section #4. Motion carried. The new position will be for the period November 1st to April 30th each year.

Ross Christopherson showed the committee a draft document of the memorandum of understanding between the Wisconsin DNR, Pierce County Highway and Pierce County Sheriff's department. Since this is a draft document and has been forwarded to Corporation Counsel, the committee took no action.

Ross Christopherson went through the 2008 budget needs with the committee. He explained that the departments were all instructed to turn in a budget request with a zero percent increase over 2007 numbers. Ross went through costs of maintaining the current infrastructure and explained how the highway department's costs have risen much more than the general consumer price index due to the oil, cement, and steel increased costs. In Wisconsin, construction costs have risen by 27% over the past two years compared to 5.9% for general inflation over the same period. The 2008 budget request from the highway department will include a zero percent increase or \$2,996,622 and also the option of the amount actually needed to maintain the current infrastructure or \$5,013,009. Jerry Kosin moved, Dan Reis seconded to approve the 2008 budget request as presented and to forward it to the administration office. Motion carried.

Shop Superintendent's Report (Ray Dohm)

There will be an update on the cone crusher next month.

Extended warranties may be a wise investment to consider for future purchases as the Case excavator issues could have been covered if there was an extended warranty.

Patrol Superintendent's Report (Al Thoner)

The first cut has been mowed on county and state roads.

Centerline painting has been done. We did not do the white lines this year due to the budget constraints. There have been a few calls already from motorists asking about the white lines. Wind damage cleanup in the NE area of the county has been taken care of. Went to COMPASS training. Some state roads have had culvert liners installed.

Construction Superintendent's Report (Jim Harris)

Crews have been working on township projects, replaced culverts on CTH K and CTH W in preparation for paving next year.

Office Manager's Report (Laurie Lundgaard)

Working steadily on the 2008 budget.

Transfer of the \$300,000 from the contingency fund for the blue building was done this month.

Transfer of the \$100,000 to the contingency fund was also done this month.

Commissioner's Report (Ross Christopherson)

The department worked with the Fair department getting ready for the Motocross event.

The next meeting will be September 20, 2007.

Jerry Kosin moved, Dan Reis seconded to adjourn the meeting. Motion carried. The meeting adjourned at 10:05 a.m.

Highway Committee Minutes

9/20/07 - Chairman Chip Simones called the meeting to order at 8:03 a.m. Present were Chip Simones, Jerry Kosin, Dan Reis, and Jim Camery. Mike Larson was excused. Highway personnel present were Ross Christopherson, Al Thoner, Jim Harris, Ray Dohm, and Laurie Lundgaard. Also present was Curt Kephart.

Chip Simones asked for public comment and none was received.

Jerry Kosin moved, Dan Reis seconded to approve the minutes of the 8-16-07 meeting. Motion carried.

Dan Reis moved, Jerry Kosin seconded to approve vouchers dated 8-23-07 in the amount of \$87,888.54, vouchers dated 9-6-07 in the amount of \$239,228.67 and vouchers dated 9-20-07 in the amount of \$244,263.50. Motion carried.

Jerry Kosin moved, Dan Reis seconded to approve the payroll dated 8-31-07 in the amount of \$90,427.56 and the payroll dated 9-14-07 in the amount of \$90,558.10. Motion carried.

The driveway variance request on CTH "G" – James Hague Jr. was presented by Al Thoner. The variance is necessary because the proposed field driveway is less than the required 500' from an existing driveway. The proposed driveway would allow access for agricultural equipment. The owners were not present at this time so Dan Reis moved, Jerry Kosin seconded to defer action in this item until the parties show up. Motion carried.

Ray Dohm provided some background information on the purchase of the cone crusher to update the highway department's crushing plant. The committee agreed on 6-21-07 that the department was to demo the cone crusher for a period of 2-3 weeks. However, once we started using it, the cone needed to be repaired or replaced. So the vendor, Randy Spangler, took the cone crusher and had it gone over for parts, belts, and other repairs. Then the department was able to demo the unit. Now the department is finished demo-ing the unit and finds that it does meet the performance guarantee. Our current 1971 jaw/roll crusher will be traded in (\$52,000 value) and the final cost will be \$378,250. This amount will come out of the department's machinery and equipment fund (704). By purchasing this cone crusher the department will realize a savings in fuel, less down time for repairs, a longer time between oil changes, and the ability to crush harder rock. Dan Reis moved, Jerry Kosin seconded to approve the purchase of the 1999 Telesmith 44S-HS-CCP cone crushing plant at the cost of \$378,250 after trade of our 1971 Hewitt-Robins jaw/roll crusher (unit #222), and to forward this to the County Board of Supervisors with the recommendation that they approve it. Motion carried.

Ross Christopherson presented an option to fund the truck/equipment storage building by borrowing from M&I Bank at the rate of 4.66% . This is 1.369% lower than the County Board resolution passed on 8/28/07. It only makes fiscal sense for the department. By borrowing from the county's general fund at a higher rate, the department has less money for its operations. Jerry Kosin moved, Dan Reis seconded to approve presenting this funding option to the County Board at their October meeting. Motion carried.

Ross Christopherson presented a design contract between Pierce County Highway Department,

the State of Wisconsin and Short Elliott Hendrickson (SEH) for the CTH “F” project from CTH “FF” to 820th Ave. #7887-03-03. The total project cost is estimated at \$3.8M with \$3.5M eligible for 80/20 funding. That means the county would be liable for 100% of the \$300,000 not eligible for the 80/20 funding. That added to the 20% of \$3.5M (\$700,000) is \$1M that the project will end up costing the county. The design contract is for \$220,809.37 and covers the design engineering services for the project, which include title searches, structural design services, archaeological and historical investigations. Jerry Kosin moved, Jim Camery seconded to approve and sign the design engineering services contract. Motion carried.

Ross Christopherson presented a nominal payment parcel – waiver of appraisal for parcel #3 of the CTH “U” project #7897-01-02. The amount offered and accepted by the landowners, Leander and Delores Anderson is \$5,400 for 0.51 acre, fencing and 5 mature trees. Dan Reis moved, Jim Camery seconded to approve the Nominal Payment Parcel-Waiver of Appraisal in the amount of \$5,400 for parcel #3 of project #7897-01-02. Motion carried.

Ross Christopherson presented nominal payment parcel – waiver of appraisal documents for four parcels on the CTH “J” project #311.12J from 650th St. north 0.7 mile. The amounts offered and accepted by the landowners are as follows:

Parcel No.	Landowners	Items	Offered and Accepted
1	Glen & Doris Knutson	0.01 acre, TLE, 4 trees	\$2,100
3	Kevin & Judith Knutson	0.22 acre, 5 trees	\$4,700
4	Kenneth & Roy Jacobson	1.13 acres, TLE	\$5,550
5	Knutson Brothers	0.17 acre	\$700

Jerry Kosin moved, Dan Reis seconded to approve the Nominal Payment Parcel – Waiver of Appraisals as indicated above. Motion carried.

Ray Dohm presented the committee with a list of small trucks and vehicles owned by the department. The list shows type, age, mileage and original cost of each vehicle. Ray told the committee that he would like two units on the list (#9 and #19) to be declared surplus equipment. He also asked that unit #3321 a Woods mower, be declared surplus equipment. He would like to take the pickup from the fairgrounds and give them our unit #9. Then take the fair pickup, unit #19 and unit #3321 to the local auction. Jim Camery moved, Jerry Kosin seconded to declare units #9, # 19, and #3321 as surplus equipment. Motion carried.

Ross Christopherson explained to the committee that the winter-only seasonal position of County Maintenance Patrolman – Section 4 was posted and had one signer, Van Johnson. Van is eligible and qualified and is recommended for the position. Dan Reis moved, Jim Camery seconded to award the position of County Maintenance Patrolman – Section 4 to Van Johnson. Motion carried.

Ross Christopherson explained to the committee that he would like to abolish the year-round position of Rollerman as this position only operates in the summer months. Dan Reis moved, Jim Camery seconded to abolish the year-round position of Rollerman. Motion carried.

Ross Christopherson went on to further explain that the Rollerman position should be a summer-only position and would like to create a new position of Rollerman (class IV) that would be during the time May 1st through October 31st. Jerry Kosin moved, Dan Reis seconded to create a new summer-only Rollerman position. Motion carried. This position will be posted on 9/24/07 and will be on the

committee's agenda for the next meeting.

The memorandum of understanding between the DNR, Law Enforcement and the Highway Department was forwarded to Corporation Counsel and is not finished with it yet so no action is needed today on this item.

Ross Christopherson presented the committee with the 2008 Capital Improvement Plan. The plan shows current capital and projected costs and timing for replacements. He went on to explain that this document will be forwarded to the administration department tomorrow, 9-21-07. Jim Camery moved, Dan Reis seconded to approve the Capital Improvement Plan for 2008 as presented.

Ross Christopherson reminded the committee that a 0% increase in the department's budget is being forwarded to Finance and Personnel Committee along with the increase needed to continue highway operations with the same level of services as before. It would be more responsible to keep funding the highway department at the average increase as in the past, 2.79% over the last 21 years. Ross asked the committee to send the message that the highway department needs to be adequately funded. Committee members suggested that Ross send a memo to the F& P committee or full County Board stating his basic needs.

The driveway variance request from James Hague Jr. was brought up again at this time. The Department's recommendation was to have them share a driveway with the neighbors on their west property line. Dan Reis moved, Jim Camery seconded to deny the request for the variance and just have them share a driveway with the neighbor on their west. Motion carried.

Shop Superintendent's Report (Ray Dohm)

Ray shared an email that he received and responded to regarding the John Deere 6410 tractors that the department has bought over the years. It is felt that John Deere has fallen short of their participation in repairs of their product and will keep this in mind when buying future equipment.

Fall season work means getting lined up for winter.

Patrol Superintendent's Report (Al Thoner)

County – August storm cleanup on east side of the county. Mowed four dam sites for Land Conservation Department. Mowing for Diamond Bluff Township.

State – Storm repairs on SE, Maiden Rock areas. Local Force Account – pavement overlay on STH 35 to repair wheel rutting. Repairing guardrail hits. Completed COMPASS segments with the State man. Convention in Superior, Wisconsin next week.

Construction Superintendent's Report (Jim Harris)

Bridge crew is working on CTH "W" replacing pipes and getting ready for the paving project in 2008.

Replaced a 6 x 14 concrete box on CTH "W" also.

Sealcoating projects in Prescott, Crackfilling for townships.

Construction crew is working on CTH G (USH 63 to El Paso) getting ready for paving in 2008, working on pipes and back slopes.

Stripping over burden in Bisel quarry at Dodge Coulee.

CTH "FF" box culvert project will be done the second week in October.

CTH "AA" bridge will be open by mid October.

Office Manager's Report (Laurie Lundgaard)

Working on the 2008 budget and Capital Improvement Plan has taken up most of the time lately. Two staff from the office will be attending the CHEMS annual training on October 18 -19. Along with those absences from the department, Dan Reis will not be able to attend the October 18th meeting so the meeting date was changed to October 11, 2007 at 8:00 a.m.

Commissioner's Report (Ross Christopherson)

October 3rd will start Union negotiations. The department is dependent on the contract being settled by the end of 2007. If not, there will need to be some adjustments made in order to recover the actual costs of labor on projects to townships, cities, villages and other agencies.

Received approval for increased funding from the STP – Bridge Project Funding for the CTH “F” bridge and CTH “U” bridge projects.

Met with Ron Jablonske who gave us a check for the purchase of the parcel at the Stogdill Pit.

Assessors Plat for the CTH “U” project is done. Landowners still have to come in and sign it, but all of them are agreeable.

The department hired five new employees in May 2007 and now will be assigned to permanent positions: Holcomb – truck 85, Kelly – Welder/mechanic, Scharpen – truck 82, Thompson – truck 81, and Taplin to bridge crew.

Attended the Village of Ellsworth’s planning commission meeting to get approval for the new truck/equipment storage building and the water/sewer hookup. There will be approximately \$11,000 in village fees.

Reminded the committee that the 2008 highway budget needs their support.

Jerry Kosin moved, Dan Reis seconded to adjourn the meeting. Motion carried. The meeting adjourned at 9:40 a.m.

HIGHWAY COMMITTEE MINUTES

10/11/07 - Chairman Chip Simones called the meeting to order at 8:03 a.m. Present were Chip Simones, Jerry Kosin, and Dan Reis. Mike Larson and Jim Camery arrived later. Highway personnel present were Ross Christopherson, Al Thoner, Jim Harris, Ray Dohm, and Laurie Lundgaard. Other present were Paul Barkla, Brad Lawrence, and Ben Plunkett. Curt Kephart was on the speaker phone.

Chip Simones asked for public comment and none was received.

Jerry Kosin moved, Chip Simones seconded to approve the minutes of the 9/20/07 meeting. Motion carried.

Jim Camery arrived.

Jerry Kosin moved, Dan Reis seconded to approve the vouchers dated 10/4/07 in the amount of \$482,817.76. Motion carried.

Dan Reis moved, Jerry Kosin seconded to approve the payroll dated 9/28/07 in the amount of \$90,360.89 and the payroll dated 10/12/07 in the amount of \$90,838.43. Motion carried.

Mike Larson arrived.

Discussion was held regarding the bidding process, selection and budgeting process for the new truck storage building. Ben Plunkett asked why the lowest bidder had not been selected and it was explained that the lowest bidder did not meet the bid specs and the decision between the next two low bids was determined by quality, warranties, sub-contracts and operating costs. The committee made the choice to go with Red Wing Construction (third lowest bidder) because they felt it was in the best interest of Pierce County to have a quality building with the best warranties and lower operating costs. Ben then went on to ask if the building was included in the budget. Ross explained that the new storage building has been planned for many years, not knowing when it would actually happen. When the transfer of the blue shop took place and the highway department received \$300,000 in exchange for it, the decision was made to replace the blue shop with this new storage building. Other equipment purchases were also put on hold. The county board passed a resolution to lend \$400,000 to the highway department for the balance, so the building will not create a shortfall in the budget for 2007. Ben thanked Ross for the explanations.

Paul Barkla and Brad Lawrence left at this time.

Ross Christopherson went over the offering price report and referred to the appraisals on parcel #1 and parcel #5 of the CTH "U" project #7897-01-23 (2008 construction). The amount offered on parcel #1 is \$15,400 and the amount on parcel #5 is \$8,600. Jim Camery moved, Jerry Kosin seconded to approve the offering price report for parcels #1 and #5 in the amounts of \$15,400 and \$8,600 respectively. Motion carried.

Ross Christopherson explained the job posting for Rollerman – Seasonal (May through October) was signed by only employee, Van Johnson. Van signed the other seasonal posting for County Maintenance Patrolman – Section 4 (November through April), thus giving him year-round signed positions. Dan Reis moved, Jerry Kosin seconded to approve the job posting and award the position to Van Johnson. Motion carried. Ross explained that the Union was not in total agreement with the process of the creation of the seasonal positions.

Rumble strips on CTH "CC" at USH 10 were requested by the town board of Salem Township. Ross explained that the department is not in favor of rumble strips at this time, and will look at other options because of the increased maintenance and they are noisy, which tends to upset the land owners in the area. Ross said that he will

forward this request to the Traffic Safety Commission which meets again in December. Dan Reis moved, Jerry Kosin seconded to defer action on this item until more information is available. Motion carried.

Ross Christopherson said that he recently received approval for additional \$1,300,000.00 in STP –Bridge funding for the CTH “F” bridge project, however there is still a substantial shortfall. Jim Camery drafted a letter to Congressman Ron Kind outlining the shortfall and explaining the help we need to get this bridge replaced. Jim explained that a letter of support to the legislators may help to get additional funding for the project. Neighboring county and city officials will also be asked to give their support to the project. Mike Larson moved, Dan Reis seconded to recommend to the County Board of Supervisors that they send a letter of support for additional funding for this project to the legislators. Motion carried.

Ray Dohm told the committee that there were problems with the tires on a batch of trucks we bought. The problems were not realized until after about 10,000 miles. The warranty does not cover the tires. After renting a tire truer, the tires have all been put back into round and the trucks are operating well again. If the tires had been balanced in the first place, the problem may not have happened. Ray presented three wheel balancers and said that the lowest priced one (\$5,980) would do the job just as well as the others. He also presented three tire truers and said that we could get a good used one for half the price (\$2,600) of the lowest priced one. Jim Camery said that he would go along with the balancer, but not the truer. Ray explained that the truer can be used to salvage many tires that normally would have to be replaced because they go out of round for various reasons, thus saving the department money. Dan Reis moved, Mike Larson seconded to approve the purchase of both the balancer and the truer at the price of \$5,980 and \$2,600 respectively. Motion carried by voice vote with Jim Camery and Jerry Kosin voting no.

Ray Dohm presented three price quotes on a 40 kw genset to be used in the quarries when we are running just the breaker. It can be used to run the electricity in the shack, block heaters and pre-heat the cone crusher oil as well. The cost of this item is included in the 2007 budgeted equipment purchases. The low bid unit (\$12,800 from Westermann Supply) will do everything that we need it to do. Questions were raised as to why this unit wasn't brought up when the purchase of the cone crusher was taking place. It was explained that because of the change in the operations, it is difficult to know everything that is affected and needed. It is a learning process. Mike Larson moved, Jerry Kosin seconded to purchase the 40 kw genset from Westermann Supply Inc, Holmen WI at the price of \$12,800.00. Motion carried.

Ross Christopherson reminded the committee that he was asked to write to the Finance and Personnel Committee or full County Board stating the basic budgetary needs of the highway department for 2008. Ross shared with the committee the memo he wrote and gave to the Finance and Personnel Committee on October 1, 2007. The Finance and Personnel Committee approved and will forward to the county board a 2% increase over the highway department's 2007 budget not including any increase in labor costs. Labor costs will be added by administration once the figures are known.

Patrol Superintendent's Report (Al Thoner)

The county maintainers have been mowing all the county system. Shoulder and ditch repair has been done mostly on the east side of the county due to washouts.

The state maintainers have been repairing shoulder damage on the state roads on the east side of the county. There was a winter maintenance training class yesterday that Al and

three other employees attended in Eau Claire. The bridgetenders in Prescott will be done the end of this month and they will go back on their maintenance beats starting Nov. 1st.

Shop Superintendent's Report (Ray Dohm)

The shop is getting equipment ready for winter season. Spare trucks and plows are getting ready for winter too.

Sold three units at the Gaslite auction. Unit #9 is sold to the Fair, but we got their unit #60 to sell at the auction. We got \$360 for their pickup and will credit that towards the purchase price of \$2,800 for our unit #9. Also sold were units #19 and #3221.

Construction Superintendent's Report (Jim Harris)

The CTH "AA" bridge is open now. There were a lot of events going on in the Maiden Rock area so the people are happy to have the bridge open.

CTH "FF" box culvert is getting close to being open. Maybe in a week or so it will be finished.

Crews are crack filling, sealcoating and next week will be paving.

Office Manager's Report (Laurie Lundgaard)

We are still putting together and adjusting budget numbers for 2008.

Next week Laurie and Nancy will be going to Wausau for the annual CHEMS training.

Commissioner's Report (Ross Christopherson)

The General Transportation Aids estimate is here and is less for 2008 by about \$20,000 from last year.

The Winter Highway Conference is scheduled for January 28-30, 2008 in Wisconsin Dells. Registration deadline is Dec. 14th, 2007.

The Fall District meeting is going to be hosted by Dunn County at the Creamery in Downsville on October 26, 2007. Let Ross know if you plan to attend.

The next meeting will be on November 15th at 8:00 a.m.

Jerry Kosin moved, Dan Reis seconded to adjourn the meeting. Motion carried.
The meeting adjourned at 9:55 a.m.

HIGHWAY COMMITTEE MINUTES

11/15/07 - Chairman Chip Simones called the meeting to order at 8:22 a.m. Present were Chip Simones, Jerry Kosin, and Dan Reis. Jim Camery and Mike Larson were excused. Highway personnel present were Ross Christopherson, Al Thoner, Jim Harris, Ray Dohm, and Laurie Lundgaard. Also present were Paul Barkla and Curt Kephart. Others present included Roger Market, Ryan Bechard, Denny Wandtke, Chris Blum, Paul Stauffer, John Beckfield, Kevin Oium, P.E. and Gene Kussart.

Chip Simones asked for public comment and none was received.

Jerry Kosin moved, Dan Reis seconded to approve the minutes of the 10/11/07 highway committee meeting.

Jerry Kosin moved, Dan Reis seconded to approve the 10/26/07 vouchers in the amount of \$278,992.68, the 10/31/07 vouchers in the amount of \$183,760.74 and the 11/9/07 vouchers in the amount of \$115,073.94. Motion carried.

Dan Reis moved, Jerry Kosin seconded to approve the 10/26/07 payroll in the amount of \$87,856.54 and the 11/9/07 payroll in the amount of \$88,478.63. Motion carried.

Ross Christopherson introduced Chris Blum from SEH. Chris explained the detailed inspection that was done on the CTH "F" Bridge #B-47-36. He handed out lengthy reports for all to review and went on to summarize the findings. The main portion of the bridge that is seeing progressive deterioration is the outer edge on each side, especially the east edge. Recommendations were to have the bridge inspected every six months with detailed notes taken on the amount of deterioration and if it is expanding; enforcement of the weight limit to help prolong the structure; placing barrels along the east side to direct the wheel loading away from the east edge of the bridge; and possibly post an advisory 45 mph limit. Also there is a crack in the center deck which should be sealed to prevent any further deterioration. With these measures taken, the bridge should last another 3-5 years.

Ross Christopherson introduced John Beckfield, also from SEH, to give the committee an update of the progress of the bridge replacement plans. John handed out an outline of the project showing past achievements, current status and the future schedule. Since the project is costly, the question of funding is always an issue and alternate funding sources were briefly mentioned.

Jerry Kosin moved, Dan Reis seconded to move the agenda item "Discuss/Take Action on Alternate Funding Source for CTH "F" Bridge Project – Gene Kussart, Donahue" up on the agenda and handle it at this time. Motion carried.

Ross Christopherson introduced Gene Kussart, Donahue Associates, who is very familiar with the process of requesting Federal Earmarks (funding for specific projects). He explained to the committee the criteria and the need for the local officials from surrounding municipalities (City of Prescott, City of River Falls, Clifton Township, etc.) as well as St. Croix County to be in full support of the project to be funded. It was suggested that a resolution be drafted that would be forwarded to the full county board. This will be placed on the agenda for the next highway committee meeting.

Ray Dohm introduced Denny Wandtke from Black Gold Environmental Services. He spoke to the committee about his background and the type of waste oil burner that he is quoting today. After questions were asked and answered, Denny left the room and Ray introduced Roger Market and Ryan Bechard from King Built. Roger explained why he felt his burner was superior to all others and that it is virtually maintenance free. Since the two quotes were not both fully inclusive of all aspects, it was suggested that Ray take

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the quotes and compare the costs and also check the availability of other types of oil and their costs. Dan Reis moved, Jerry Kosin seconded to defer action on this item until further information is available. Motion carried.

Jerry Kosin moved, Dan Reis seconded to move the agenda item "Discuss/Take Action on Watermain Extension Bids" up on the agenda and handle it at this time. Motion carried.

Ross Christopherson introduced Kevin Oium, P.E. from Cedar Corporation. Cedar Corp. was hired to put the bid specs together, advertise for bids, open the bids and analyze the bids for the watermain extension project. Bids were opened on 11/14/07 and the results are as follows:

<u>Contractor</u>	<u>Bid Amount</u>
A-1 Excavating, Bloomer, WI	No bid
Albrightson Excavating, Woodville, WI	47,765.75
F&K Trucking, River Falls, WI	49,232.50
Haas Sons, Inc, Thorp, WI	47,944.00
L&V Skidsteer, Chippewa Falls, WI	35,735.00
McCabe Construction, Eau Claire, WI	No bid
Pember Companies, Menomonie, WI	48,830.00
Precision Excavating, Baldwin, WI	51,805.00
RM Schlosser Excavating, Pepin, WI	46,450.00

Kevin explained to the committee that he checked on the low bidder, L&V Skidsteer, to find out if they had experience and references because they were so much lower than the next lowest bidder. He presented a fact sheet to the committee stating their experience and equipment available to do the job. Kevin said he was familiar with them, and that the job should take about a week and they will be bonded. Dan Reis moved, Jerry Kosin seconded to approve the bid from L& V Skidsteer, Chippewa Falls, WI at \$34,735.00. Motion carried.

Ray Dohm had Laurie Lundgaard read an email that he received from Troy Peskar from Goodyear Tires regarding the excessive wear on the steer tires on the maintenance trucks. Troy recommended that we run the tires out as long as we can and any tire that has less than 40,000 miles on them and had to be removed due to irregular wear, not caused by a truck or maintenance issue, he can write a mileage shortfall credit to us towards the purchase of any Goodyear tire. This should resolve the issue.

Ross Christopherson presented Nominal Payment and Construction Comments on parcel #4 and Waiver of Appraisals for parcels #2 and #6 of the CTH "U" Project #7897-01-23. The payment amounts are based on a value of \$13,000 an acre. Jerry Kosin moved, Dan Reis seconded to approve the payments for parcels #4, #2 and #6 as follows: Parcel #4, Robert and Tonya Binkowski \$950 for 0.07 acre; Parcel #2, Audrey Murphy, Wanda Evans, Richard Auth, Rebecca Frese, Neil Auth, Thomas Auth, and Barbara Honeycutt \$1,200 for 0.09 acre; and Parcel #6, Jessica Wieser \$150 for 0.07 acre. Motion carried.

Ross Christopherson presented the Offering Piece Report for Parcel #2 on CTH "J" Project #311.12J. The payment is based on a value of \$4,000 an acre. Jerry Kosin moved, Dan Reis seconded to approve the payment for Parcel #3 to Kenneth and Lorice Knutson in the amount of \$5,400.00 for 0.97 acre plus landscaping. Motion carried.

Ross Christopherson informed the committee that the county board approve the 2008 budget last Tuesday and the amount appropriated to the highway department is

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\$3,056,622. Of that amount, \$2,223,748 is for the road construction fund. Ross presented a list of proposed projects for 2008 totaling \$2,056,624.80. Then he showed the committee the list of actual needs and reminded them that the amount needed is actually a lot higher. Projects being planned for 2008 include CTH K, G, W, U and J. Jerry Kosin moved, Dan Reis seconded to approve the construction projects for 2008 as indicated above. Motion carried.

Ross Christopherson informed the committee of the CHIP application he would like to send in for the CTH "G" project from USH 63 to CTH "N" which would get 50% funding back in the amount of \$128,098.00. Jerry Kosin moved, Dan Reis seconded to approve the CHIP application. Motion carried.

Shop Superintendent's Report (Ray Dohm)

The shop is busy getting the winter equipment ready for the season. The salt brine unit is ready for winter.

Patrol Superintendent's Report (Al Thoner)

The county beats are done mowing. This fall they worked on the shoulders. There was a meeting held this week with the maintainers. They are calibrating their spreaders. The bridge tenders are done and back on their beats. State guys worked on crack filling on STH 29, brushing and getting their trucks ready for winter. There was an article on the front page of the Pierce County Herald reminding motorists to slow down for traffic conditions this winter.

Construction Superintendent's Report (Jim Harris)

Construction crews have been helping the State with their crack filling project and shouldering on the county roads. They've also been working on the Trimbelle Park for Land Management and will crack fill on CTH "F" Bridge. Also they have been busy with the salt sand hauling and also back filling for the new building.

Office Manager's Report (Laurie Lundgaard)

Nancy and Laurie attended the annual CHEMS User Group meeting and training workshops last month in Wausau.

Workshops attended were: State year End Financial Forms, Using CHEMS as a total GL package, a Microsoft Access Workshop and an introduction to CHEMSPro – a new and improved Windows version of CHEMS.

As Laurie Lundgaard has been the vice president of the CHEMS Board during 2007, she automatically took over as president for 2008. The main purpose of the CHEMS Board is to arrange the training for the upcoming year. Another purpose of the board is to guide the development and enhancement of the CHEMS software. The meetings are held every other month on the second Tuesday in Wausau.

Laurie thanked the committee and Ross for giving them the opportunity to attend the annual meeting of the users' group. Not only did they find it informative and educational, but they also were able to network with the other users of the computer programs.

HIGHWAY COMMITTEE MINUTES

Laurie attended the northwest region office managers meeting in Spooner this last Tuesday.

Commissioner's Report (Ross Christopherson)

Now that the budget has been approved for 2008, we will be starting to work on the budget for 2009.

Ross noticed that on the Bond List for the County, the highway radio tower was listed as a priority #2. Discussion took place and it was determined that no action will take place until such time as the tower needs to be replaced or taken down.

The \$400,000 loan from the general fund has been transferred into the highway account. Back in September 2007, the M&I Bank offered to loan the department the same money for less interest. Ross reminded the committee that at the 9/20/07 Highway Committee meeting, action was taken "to approve presenting this funding option to the County Board at their October meeting." Ross told the highway committee that this issue hasn't been addressed yet, but now the highway committee told him to just let it be.

The deadline for registering for the winter highway conference is December 14th, 2007. Jerry Kosin and Dan Reis expressed interest in attending.

The next meeting will be on December 20, 2007 at 8:00 a.m.

Dan Reis moved, Jerry Kosin seconded to adjourn the meeting. Motion carried. The meeting adjourned at 11:05 a.m.

HIGHWAY COMMITTEE MINUTES

12/20/07 - Chairman Chip Simones called the meeting to order at 8:10 a.m. Present were Chip Simones, Jerry Kosin, Mike Larson, Dan Reis, and Jim Camery. Highway personnel present were Ross Christopherson, Al Thoner, Jim Harris, Ray Dohm, and Laurie Lundgaard. Also present were Dave Selissen and Curt Kephart.

Chip Simones asked for public comment and none was received.

Dan Reis moved, Jerry Kosin seconded to approve the minutes of the 11/15/07 highway committee meeting.

Jerry Kosin moved, Jim Camery seconded to approve the 11/20/07 voucher in the amount of \$1,151.84, the 11/30/07 vouchers in the amount of \$263,045.23 and the 12/18/07 vouchers in the amount of \$135,090.67. Motion carried.

Jim Camery moved, Dan Reis seconded to approve the 11/23/07 payroll in the amount of \$88,404.22, the 12/07/07 payroll in the amount of \$91,925.17 and the 12/21/07 payroll in the amount of \$95,509.70. Motion carried.

Jerry Kosin moved, Dan Reis seconded to amend the order of the agenda and convene into closed session at this time pursuant to Section 19.85(1)(e) Wis. Stats., for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Construction Project 2008 CTH "U" #7897-01-23, Jurisdictional Offers on Parcels #1 & #5. Motion carried by unanimous roll call vote.

Jerry Kosin moved, Dan Reis seconded to return to open session. Motion carried by unanimous roll call vote.

Jim Camery moved, Jerry Kosin seconded to authorize Ross Christopherson to negotiate and approve appraisals on Parcels #1 & #5 of the CTH "U" project #7897-01-23. Motion carried.

Ray presented two quotes he received for waste oil burners:

- River Falls Heating quoted \$21,000 for installing a King Built KBB-500 boiler
- Black Gold Environmental Services quoted \$16,190 for installing an Energy Logic 500,000 BTU boiler.

Discussion followed regarding savings over gas heat, quality and maintenance of each unit. Mike Larson moved, Dan Reis seconded to go with the low bid from Black Gold Environmental Services for installing an Energy Logic 500,000 BTU boiler for \$16,190. Motion carried. It should be noted that the water side piping of the oil fired boiler will cost an additional \$4,760 no matter which unit was installed and would be installed by Ryan Mechanical Inc.

Ross Christopherson explained to the committee the CTH "U" Jurisdictional Transfer/Cost Share Agreement for the portion of CTH U" that runs through the Village of Plum City from the bridge over Rush Coulee Creek north to USH 10, approximately 0.8 mile. The village totally reconstructed the road the summer of 2007. The county's portion (the center 24' of roadway) cost is \$162,000. The village will take over the jurisdictional responsibilities of the roadway upon execution of the agreement. Jerry Kosin moved, Dan Reis seconded to approve the signing of the agreement. Motion carried.

Ross Christopherson presented a draft of a resolution "Request for Alternate Funding for CTH "F" Bridge over Kinnickinnic River". This resolution would be forwarded to the appropriate State and Federal officials to request Federal Earmark funding for \$3,100,000 to improve the design of the CTH "F" Bridge project. Ross went

HIGHWAY COMMITTEE MINUTES

over the design options and costs. He explained our goal to build the bridge at a 45 mph design standard with no design exceptions at an estimated cost of \$7M. We already have approval of \$3.9M towards this project. With the 20% county responsibility of the funding plus 100% of any right-of way costs, the county's total cost would be approximately \$1.5M with the Federal Earmark funds. After much discussion whether to go forward with the request for the Federal Earmark funds, Jerry Kosin moved, Dan Reis seconded to approve the resolution and to request the alternate funding for the CTH "F Bridge. Motion carried.

Shop Superintendent's Report (Ray Dohm)

Ray gave an update on the progress of the new truck storage building. The plan is to be in it by mid February 2008.

Work on improving the impound area slowed down due to the cold weather.

Patrol Superintendent's Report (Al Thoner)

State maintainers are busy with cleanup after the snow that fell first part of the month. They are also busy with brushing.

County maintainers have been busy too with storm cleanup and brushing, also patching on next year's blacktop projects.

Sign men have been doing reflectivity tests.

Pierce County Historical Association requested that the Bow and Arrow in Hager City area have the trees trimmed so it is more visible. The State maintainers took care of that.

Construction Superintendent's Report (Jim Harris)

Busy with the salt sand production. So far this year, we have produced about the same amount that we produced all last year.

Busy helping the brushing crews. Also there are a lot of construction workers that don't take vacation until the end of the year, so a lot of them are on vacation now.

Attended a meeting for Farm Technology Days with Dan Reis who is on the executive board. They explained the layout of the event and all the planning that goes into it.

Commissioner's Report (Ross Christopherson)

The Assessor's Plat for the CTH "U" project is done and in the County Clerk's office. A letter will be sent out to the land owners so they can come in and sign it.

Received a letter from Contech Construction offering to extend our current contract with them for another year to buy their culverts at the same price - no increase. This item will be on the agenda for the January 17, 2008 meeting.

There is an ad in the newspaper for Christmas Tree mulching at all the Pierce County Highway Shops. This service is free for anyone who brings their tree to any of the shops.

The non-rep employees' salary issue was talked about at the last Finance and Personnel meeting. Ross asked that the employees be taken seriously and that they are treated fairly.

Jerry Kosin moved, Mike Larson seconded to adjourn the meeting. Motion carried. The meeting adjourned at 9:50 a.m.