

Minutes are provided for informational purposes only. The official record can be obtained from the County Clerk's office. All minutes are unofficial until approved.

Minutes are generally approved at the following meeting.

HIGHWAY COMMITTEE MINUTES

1/17/08 - Chairman Chip Simones called the meeting to order at 8:00 a.m. Present were Chip Simones, Jerry Kosin, Dan Reis, and Jim Camery. Mike Larson was excused. Highway personnel present were Jim Harris, and Laurie Lundgaard.

Chip Simones asked for public comment and none was received.

Jim Camery moved, Jerry Kosin seconded to approve the minutes of the 12/20/07 meeting. Motion carried.

Jerry Kosin moved, Dan Reis seconded to approve the 12/28/07 vouchers in the amount of \$133,790.63, the 1/8/08 vouchers in the amount of \$146,136.67, the 1/11/08 vouchers in the amount of \$54,174.91. Motion carried.

Dan Reis moved, Jerry Kosin seconded to approve the 1/4/08 payroll in the amount of \$100,458.35 and the 1/18/08 payroll in the amount of \$88,243.01. Motion carried.

Jim Harris and Laurie Lundgaard explained to the committee that the current culvert contract with Contech Construction Products has a possibility of being extended for another season. They reminded the committee that this same situation happened last year and the committee chose to re-bid for culverts which resulted in higher costs. An opinion was received from Corporation Counsel telling that State Statute does not require us to re-bid, however County Purchasing Policy does, unless an exception is granted by the County Finance Director. The basis of an exception request would include the lack of competitive vendors and some formal documentation showing the fact that steel prices have increased and that proceeding with the bid process will undoubtedly have a negative impact on the best interest of Pierce County and its taxpayers. Jerry Kosin moved, Jim Camery seconded to re-bid the culverts and to include new language in the bid/contract that would allow Pierce County to extend the contract beyond the contract year. Motion carried.

Construction Superintendent's Report (Jim Harris)

The crushing crew is in the Bisel Quarry crushing for Ellsworth Township and trying to build a supply for the highway department. We are also working in the Stogdill sand pit. Committee asked Jim about the salt brine operation and how it is working. The brine works real good in the right weather, 16 degrees if cloudy and lower if its sunny.

Jerry Kosin mentioned that the Quonset building at the fairgrounds still has highway equipment in it and demolition bids are going to be sought soon for the Quonset building.

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2/21/08 – Vice-chairman Jerry Kosin called the meeting to order at 8:06 a.m. Present were Jerry Kosin, Dan Reis, and Jim Camery. Highway personnel present were Ross Christopherson, Al Thoner, Jim Harris, and Laurie Lundgaard. Also present was Curt Kephart.

Jerry Kosin asked for public comments. Dan Reis spoke to the committee regarding the Farm Technology Day scheduled for July 2010 and gave a brief update on the progress of the planning that has taken place so far. Personnel from the highway department will be involved with traffic control, and parking.

Dan Reis moved, Jim Camery seconded to approve the minutes of the 1/17/08 highway committee meeting. Motion carried.

Jim Camery moved, Dan Reis seconded to approve 2007 vouchers payable dated 1/23/08 in the amount of \$17,696.50, 2008 vouchers dated 1/23/08 in the amount of \$44,039.92 and 2008 vouchers dated 2/8/08 in the amount of \$290,122.15. Motion carried.

Dan Reis moved, Jim Camery seconded to approve the payroll dated 2/1/08 in the amount of \$92,995.31 and the payroll dated 2/15/08 in the amount of \$92,956.56. Motion carried.

Ross Christopherson explained to the committee that bids were received from two vendors for the right-of-way acquisition services for the CTH “K” project #311.21K2. Ayres Associates’ bid was \$40,500 and Timbers-Selissen’s bid was \$39,000. Ross went over the bids and confirmed that they were both bidding the same services. Dan Reis moved, Jim Camery seconded to approve the bid from Timbers-Selissen in the amount of **\$39,000** for right-of-way acquisition services for the CTH “K” project. Motion carried.

Jim Harris presented the culvert bids for 2008. Three vendors submitted bids, Contech, Johnston-Fargo and Metal Culvert Inc. He explained that the comparisons were done by taking one of each item and adding up the total cost. Then he took the usage from 2006 and 2007 and inserted the bid price from each vendor to come up with a practical cost. In both comparisons, Johnston-Fargo was the low bidder. Jerry Kosin moved, Jim Camery seconded to award the culvert bid to Johnston-Fargo based on their low bid. Motion carried.

Ross Christopherson told the committee that Ray Dohm received a quote from United Rentals for a 2004 Sullair air compressor. The department’s capital improvement plan includes \$16,000 for replacement of our #185 air compressor in 2008. The quote by United Rentals is \$6,940 with 1163 hours on it. Our current air compressor will be sold by sealed bid or at auction. Dan Reis moved, Jim Camery seconded to approve the purchase of the 2004 air compressor from United Rentals at \$6,940. Motion carried.

Ross Christopherson reminded the committee that they had previously approved \$5,400 for parcel #2 on the CTH “J” project. However the landowners did not accept the offer because of the loss of some of their trees. They would accept an additional \$1,000 as compensation for those trees. Jim Camery moved, Jerry Kosin seconded to approve the additional \$1,000 for parcel #2 on CTH “J” project bringing the total price to \$6,400. Motion carried.

Laurie Lundgaard told the committee that the 2008 Routine Maintenance Agreement (RMA) with the State of Wisconsin has finally arrived and needs their signature. The amount of the agreement is \$1,440,700.00. This RMA includes \$140,000 for the bridge tenders at the Prescott Bridge. Dan Reis moved, Jim Camery seconded to approve and sign the 2008 RMA with the State of Wisconsin. Motion carried.

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Jim Camery moved, Dan Reis seconded to go into closed session at 8:50 am 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, specifically the annual performance evaluation of the highway commissioner. Motion carried unanimously by roll call vote.

Dan Reis moved, Jim Camery seconded to back into open session at 9:01 am. Motion carried unanimously by roll call vote.

Jerry Kosin moved, Dan Reis seconded to approve the annual performance evaluation of Ross Christopherson, highway commissioner.

Shop Superintendent's Report (given by Jim Harris)

Update given on the progress of the new truck storage building: starting to pour the floor drain and floor and should be done in about 4-5 weeks. The shop crew has been kept busy working on the machinery as needed.

Discussion was held regarding the waste oil burner and whether we had enough waste oil to supply the burner. The department is going to line up some tanks for oil storage so that the oil can be acquired at reasonable rates and stored until needed.

Patrol Superintendent's Report (given by Jim Harris)

The men have been busy with several snow storms and taking care of the wind drifts. Due to the severe weather in the southeast portion of the state, the salt supply has been depleted there. Some of the salt in our shed will most likely be trucked down there to help them out.

Construction Superintendent's Report (Jim Harris)

We are crushing in the Bisel Quarry and plan to move to the Johnson Quarry for the CTH "U" project. Hauling pea gravel from Prairie Island and slag from Dakota Bulk Terminal for seal coating.

Office Manager's Report (Laurie Lundgaard)

The office has been busy with year end procedures including physical inventory adjustments and book closing processes.

Commissioner's Report (Ross Christopherson)

The CTH "U" construction project from the church in Plum City going south about 1 mile is a Federal Aid project at 80/20% funding and will be bid out on March 11th. The county's highway forces will be doing the sub-base crushed rock and blacktop through an LFA - local force agreement.

The next agenda will include the ATV Association who wants to talk to us about ATV routes on county roads.

The Assessor's Plat for the CTH "U" project is now finished and all landowners have signed it. Now we can move forward on the right-of-way plat.

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Chip Simones, Dan Reis and Ross Christopherson attended the Winter Highway Conference in January. Several training opportunities were attended including a legislative meeting that went over new transportation bills, which was interesting. County Board downsizing was the subject of another meeting. There is a technical studies committee to look into new LFA changes.

At the February 26th county board meeting, the 2008 non-rep wage adjustment is up for a second reading and it is hoped that it is approved.

Ross talked to St. Croix County highway commissioner and highway committee and they are willing to come and talk to this committee and explain how they got the wheel tax to pass in their county. This could happen at the April meeting.

Human Services Director asked if the highway department would have any community service work available. It is possible that someone could wash vehicles after 3:30 as long as there is a night man on duty.

Ross expressed his satisfaction with working with this highway committee and hoped that the committee would stay the same after the spring elections.

Discussion was held regarding the process of moving out of the Blue Shop and the Quonset building. Ross told everyone that the highway department has the staff right now during the cold weather and would get it done now, rather than wait until spring when the crews will be busier in the field.

Bill Warner has funding to begin surveying the surplus land at the hot mix site at the Stogdill Pit.

The next meeting will be March 13th at 8 am.

Jim Camery moved, Dan Reis seconded to adjourn the meeting. Motion carried. The meeting adjourned at 9:50 am.

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Office Manager's Report (Laurie Lundgaard)

Dates for future highway committees were set as February 21, 2008, March 13, 2008 and April 17, 2008 all beginning at 8:00 a.m.

In cooperation with the Material Recovery Facility, the highway department took in Christmas trees for mulching at no charge to citizens. Approximately a couple dozen at the most have been received.

The finance and personnel committee is forwarding a recommendation of 2.5% salary increase for the non-represented employees. Since these employees only received 1% in 2007 while the represented employees received 2% and 1%, there is a need to minimize the compression issue. The non-reps want to encourage the board to support the finance and personnel's recommendation and also to consider another adjustment later if there is money to work with. The 2007 budget included money for a 2.5% increase and the 2008 budget has money included in it for raises also.

Commissioner's Report (given by Laurie Lundgaard)

Letters were sent out to landowners affected by the Assessor's Plat in Plum City. The letter gave them notice that they had 30 days to come to the County Clerk's office to view the plat and sign it.

The winter highway conference agendas were handed out. The conference will be January 28 to 30, 2008 in Wis. Dells.

RFPs were sent out for the "R/W Acquisition Services for CTH "K" Project #311.22K2 construction years 2009-2010. The bids are due back Feb. 11, 2008 and will be ready for approval at the next highway committee meeting.

There is a resolution for increasing the driveway access permit fees that will be on the county board agenda this month.

The State of Wisconsin has not sent the Routine Maintenance Agreement for 2008 to the counties yet, but we did receive a letter stating that it will be coming soon and in the meantime they would like to proceed with business as usual.

Mel Pittman called the highway department asking about the new heated storage building costs and said that heard the building was over budget. He was informed that was not the case.

The driveway permit for Don Fischer on CTH "CC" that was issued last year was contingent upon removing the existing driveway. That has not been done yet and Corporation Counsel has sent a letter to Mr. Fischer allowing him until April 1 to remove the driveway or his permit will be revoked. An inspection will be done in April.

Jerry Kosin moved, Jim Camery seconded to adjourn the meeting. Motion carried. The meeting adjourned at 8:30 am.

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3/6/08 - Chairman Chip Simones called the meeting to order at 2:30 p.m. Present were Chip Simones, Jerry Kosin, Dan Reis, and on speaker phone Jim Camery. Highway personnel present were Al Thoner, Jim Harris, and Laurie Lundgaard.

Jerry Kosin moved, Dan Reis seconded to appoint Jim Harris as acting highway commissioner until March 30, 2008. Motion carried.

Dan Reis moved, Jerry Kosin seconded to adjourn the meeting. Motion carried. The meeting adjourned at 2:33 p.m.

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3/13/08 - Chairman Chip Simones called the meeting to order at 8:05 a.m. Present were Chip Simones, Jerry Kosit, Dan Reis, and Jim Camery. Highway personnel present were Al Thoner, Ray Dohm, and Laurie Lundgaard. Also present was Darren Place representing the Pierce County ATV Association.

Chip Simones asked for public comment and none was received.

Jerry Kosit moved, Jim Camery seconded to approve the minutes of the 2/21/08 and 3/6/08 meetings. Motion carried.

Jerry Kosit moved, Jim Camery seconded to approve the vouchers dated 2/25/08 in the amount of \$78,381.60 and the vouchers dated 3/7/08 in the amount of \$277,519.60. Motion carried.

Dan Reis moved, Jim Camery seconded to approve the payroll dated 2/29/08 in the amount of \$98,963.05 and the payroll dated 3/14/08 in the amount of \$90,628.00. Motion carried.

Darren Place from the Pierce County ATV Association spoke to the committee about their efforts to get a route established for ATVs in Pierce County. Their group is looking for permission to designate a few certain segments of county roads as part of the route. Roads segments proposed are as follows:

In the Town of Spring Lake, the portion of County Road P from the intersection with 50th Street south to the Village of Elmwood;

In the Town of Spring Lake, the portion of County Road P from the intersection with 210th Avenue north to the Village of Elmwood;

In the Town of Spring Lake, the portion of County Road B from the intersection with State Road 128 west to the intersection with 770th Avenue;

In the Town of Spring Lake, the portion of County Road B from the intersection with 170th Street north to the intersection with 850th Avenue;

In the Town of Trimbelle, the portion of County Road O from the intersection with 480th Avenue north to the intersection with 560th Avenue;

In the Town of Trimbelle, the portion of County Road J from the intersection with 570th Avenue to the intersection with 560th Avenue.

Darren explained the various conditions applicable to all terrain vehicle routes. Discussion was held, questions answered, and suggestions made. Dan Reis moved, Jim Camery seconded to defer action pending contacting Corporation Counsel and Law Enforcement for their input. Motion carried. It was also recommend to Darren that he talk to the Law Enforcement Committee too.

Laurie Lundgaard explained to the committee that the department received a bill from the Village of Plum City for the county’s portion of the CTH “U” project. The payment due is for pulverizing and paving a 24 foot width the length of the project and for the signing for CTH U and S that was done in 2007. Paving and pulverizing costs are \$108,000 and the signing costs are \$1,527.42. Dan Reis moved, Jim Camery seconded to approve and pay the Village of Plum the sum of \$109,527.52 for the items listed above. Motion carried.

Laurie Lundgaard presented the 2007 County Bridge Aids to Townships as follows:

<u>Township</u>	<u>Total Cost</u>	<u>County Share</u>
El Paso	\$ 8,628.40	\$ 4,314.20
Gilman	\$85,884.37	\$42,942.17
Hartland	\$65,555.42	\$32,777.71

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Rock Elm	\$29,729.11	\$14,864.55
Union	\$14,012.00	\$ 7,006.00

Dan Reis moved, Jerry Kosin seconded to approve the Bridge Aids to Townships as listed above in the total amount of \$101,904.63. Motion carried.

Laurie Lundgaard explained that the State of Wisconsin has sent us a Traffic Maintenance Agreement (TMA) in the amount of \$12,500 for 2008. This agreement allows Pierce County forces to maintain, repair and update the State's signs up to the amount listed above. Jerry Kosin moved, Jim Camery seconded to approve and sign the TMA in the amount of \$12,500 for 2008. Motion carried.

Al Thoner reminded the committee that the department has provided the meal for the annual safety training for the employees. In the past the amount has been set at up to \$500. However with costs increasing, Al asked the committee to approve up to \$600 for this year's meal. By having the meal onsite, the employees are not scattered at lunch time and the meeting can reconvene on time after lunch. Dan Reis moved, Jerry Kosin seconded to approve up to \$600 for food for the annual safety training. Motion carried.

Laurie Lundgaard and Al Thoner presented chair styles and options for the committee room. With increased requests for meetings in this room, the chairs should be updated. The current chairs have been handed down from the county board over 30 years ago and are not compliant with today's standards. Dan Reis moved, Jim Camery seconded to defer action on this item until the April meeting. Motion carried.

Shop Superintendent's Report (Ray Dohm)

A skid steer trailer and floor sweeper are two items that will be brought before the committee for purchase in the next few months.

We recently updated our 2 skid steers for \$2 an hour and also added a hydraulic quick-tach for the bucket on the 185 model.

Concrete floor will be poured in the new storage building starting tomorrow and should finish next week. The overhead doors are now on.

We are working with the sheriff's department to move out of the cold storage (impound) and into the Blue Shop.

Getting the equipment ready for the spring/summer seasons.

Purchased a new air compressor and are taking sealed bids on the old one with a minimum bid of \$2,000.

Patrol Superintendent's Report (Al Thoner)

The county system had a few storms in February and March brought winds that caused a few drifting problems. Are currently patching potholes and brushing.

The state transferred 978 tons of salt to SE Wisconsin, Dodge and Jefferson counties. We also sent 44 tons to Dunn County. We still have 1,525 tons in our shed so should be good.

The Prescott Bridge will be prepped the last week in March and the bridge tenders will start April 1st.

The next meeting will be April 17th at 8:00 am. The committee set the May meeting for May 15th at 8:00 am.

Dan Reis moved, Jerry Kosin seconded to adjourn the meeting. Motion carried. The meeting adjourned at 9:12 am.

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4/17/08 - 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, Al Thoner, Jim Harris, and Laurie Lundgaard. Also present were Curt Kephart, Ron L. Anderson, Al Monaco, Dan Drew, Dan Rooney and Gregg Stevens.

Chip Simones asked for public comment and none was received.

Jerry Kosin moved, Dan Reis seconded to approve the minutes of the 3/13/08 meeting. Motion carried.

Dan Reis moved, Jerry Kosin seconded to approve vouchers dated 3/25/08 in the amount of \$418,610.03 and vouchers dated 4/11/08 in the amount of \$299,553.57. Motion carried.

Jerry Kosin moved, Dan Reis seconded to approve the payroll dated 3/28/08 in the amount of \$98,782.84 and the payroll dated 4/11/08 in the amount of \$91,851.27. Motion carried.

Al Thoner explained to the committee that the driveway variance request from Dan Rooney and Gregg Stevens is located on CTH "O" and is necessary because the distance between the two driveways is only 210 feet, less than the required 500 feet. A shared driveway was discussed, but the property line falls right in the middle of a water run and a double culvert that runs under CTH "O". Sight distance is not a problem in either direction. Dan Reis moved to approve the driveway variance as presented. Jerry Kosin and Jim Camery both said they would prefer to see the location before they would vote in favor of the two driveways. The motion failed for lack of a second. Committee decided to hold a special meeting on Monday, April 21, 2008 at 8 a.m. to decide whether to grant the variance. Jerry Kosin moved, Jim Camery seconded to defer action on this item. Motion carried.

Jim Harris explained the road oil, LRIP pulverizing and LRIP asphalt bid results as follows:

Three road oil bids received:

2008 Road Oil Bids				
		Pearson Bros.	Monarch Paving	HG Meigs, LLC
Oil Type	Unit	Unit Price	Unit Price	Unit Price
SC500	Tons	No bid	\$ 566.50	\$ 595.96
SC800	Tons	No bid	\$ 566.50	\$ 595.96
MC70	Tons	No bid	No bid	\$ 735.95
PG64-22	Tons	No bid	No bid	No bid
PG58-28	Tons	No bid	\$ 418.35	No bid
CRS2-applied	Gals	\$ 1.545	No bid	\$ 1.5910
HFSR-2 appl.	Gals	No bid	No bid	\$ 1.5910

Three pulverizing bids received:

2008 Pulverizing Bids				
Includes LRIP Projects				
Monarch Paving				
Type of Pulverizing			Mile Price	Sq Yd Price
County Roads			\$ 4,400.00	\$ 0.341
Town Roads			\$ 3,850.00	\$ 0.298
Vill/City Streets				\$ 0.450

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2008 Pulverizing Bids Includes LRIP Projects				
Kraemer Companies				
Type of Pulverizing			Mile Price	Sq Yd Price
County Roads			\$ 3,598.00	\$ 0.278
Town Roads			\$ 3,598.00	\$ 0.278
Vill/City Streets				\$ 0.380

2008 Pulverizing Bids Includes LRIP Projects				
Tri - County Paving, Inc				
Type of Pulverizing			Mile Price	Sq Yd Price
County Roads			No bid	No bid
Town Roads			No bid	No bid
Vill/City Streets				No bid

One LRIP asphalt bid received:

2008 LRIP Asphalt				
Company Name			Units	Cost/Ton
Monarch Paving			Tons	\$ 37.80
No other bids				

Jim explained that the low bids were hi-lited in yellow. Discussion followed regarding whether a bidder would be allowed to match the lowest price. After consideration, it was determined that it was against county policy to allow that. Jim Camery moved, Jerry Kosin seconded to accept the low bids on all the bids as submitted. Motion carried.

Ron L. Anderson representing the ATV Association spoke to the committee and explained the specific locations needed to connect town road routes via county roads. More meetings will be attended and more townships are expected to pass ordinances allowing ATV routes on their town roads. Dan Reis moved, Jim Camery seconded to defer action at this time. Motion carried.

Laurie Lundgaard showed the committee some examples of conference chairs available through Corporate Express and also on the internet through craigslist. Ross suggested that since the meeting room often times includes staff from the shop and workers form outside jobs, it would be nice to have chairs with a smooth cleanable surface, like leather. Dan Reis moved, Jim Camery seconded to approve the purchase of conference room chairs not to exceed \$5,000.

Laurie Lundgaard explained the list of uncollectible accounts receivable. Most of them stem from back pay that took place in 2003 for work that was performed in 2001. The customer was not willing to pay for work so long after it was finished and paid off. Dan Reis moved, Jim Camery seconded to write off the uncollectible accounts in the amount of \$1,097.03. Motion carried.

A posting for the position of truck driver, truck #88, was signed by only one person – Kirk Keenlyne. Jim Harris said that Kirk was eligible and qualified to sign the

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posting. Jim Camery moved, Jerry Kosin seconded to approve the posting and award the job to Kirk Keenlyne at a wage rate of Class 5, effective April 21, 2008. Motion carried.

Ross Christopherson told the committee that he received a memo from corporation counsel stating the steps that need to be taken to get the Plum City Shop annexed into the Village of Plum City. The first step is for the highway committee to approve the proposed annexation petition. Jerry Kosin moved, Jim Camery seconded to approve the petition for annexation as drafted by the corporation counsel's office. Motion carried.

Ross Christopherson provided a fact sheet regarding the wheel tax that was developed and implemented in St. Croix County last year. The St. Croix County Highway Commissioner and Highway Committee Chair are willing to come and talk to the Pierce County Highway Committee at their May 15, 2008 meeting to explain the process they took to get the wheel tax in place. No action on this item is needed.

Al Thoner presented Skidsteer trailer Specifications for a 14,000 GVW tilt bed trailer. Our current unit will be offered for sale either by sealed bid or at auction. This purchase is on our capital improvement plan and budgeted for 2008. Dan Reis moved, Jim Camery seconded to approve and send out the specs for bids for a 14,000 GVW skid steer trailer. Motion carried.

Al Thoner explained a list of surplus materials that can be sold at auction. Jerry Kosin moved, Dan Reis seconded to declare the list as surplus materials. Motion carried.

Patrol Superintendent's Report (Al Thoner)

State system – we've been busy with unusual April snows. We have 613 ton of salt left. Statewide storm report shows the severity index. First big job coming up is Hwy 63 going south from Ellsworth to Red Wing. It will be milled and new blacktop put down. Next year will be STH 65 going north out of Ellsworth. We've also been busy with sweeping and shouldering. Bridge tenders began on April 1st.

County system – Sweeping and shouldering, brushing and lot of patching.

Construction Superintendent's Report (Jim Harris)

Salt sand operation is getting cleaned up and put away for the season. Getting set up for screening. Soon will begin work on CTH K from CTH KK to 340th and then CTH J from 650th going north $\frac{3}{4}$ of a mile. We've been crushing in Dodge Coulee, drilling, blasting and on April 10th part of USH 10 was damaged in the blasting process. We will be paving there today.

Office Manager's Report (Laurie Lundgaard)

The Wisconsin DOT auditor has recently recommended to all counties to make sure that proper recordkeeping procedures are being followed. This recommendation is nothing new, but rather a reminder to the counties to ensure data integrity.

In Pierce County, management will soon be meeting with our foremen, parts room staff and patrolmen to go over the procedures. The main point we want to convey is that timesheets and daily reports are filled out completely, accurately and signed using a black ink pen. Erasures and white-outs will not be allowed. Corrections need to be made by drawing a single line through the error and making the correction followed by the initials

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of the person making the correction. Then the employee will be notified that the correction has been made.

Commissioner's Report (Ross Christopherson)

Ross reminded the committee of the Spring Commissioner's and Committeemen's meeting hosted by Eau Claire County on May 16th at 9:00 a.m. Ross needs to know by first week in May who will be attending.

The Summer Highway Conference will be June 9-11 and registrations are due by May 9th, 2008.

Ross reminded the committee that he is working with corporation counsel on the Fischer driveway issue on CTH "CC". The existing driveway that was supposed to be removed has not been removed yet.

McCabe got the bid for the CTH "U" project at \$627,000 which is below the expected \$750,000 estimate.

Had a meeting with the Farm Technology Days committee and the Highway Department will be helping with the parking and signing needs for the event in 2010.

Ross received a note from Curt Kephart regarding the sheriff's department wanting a fence in the blue shop for storage on top of the mezzanine area. This will be looked into.

The committee reviewed a video of the blasting in Dodge Coulee on April 10th, 2008 when USH 10 was damaged.

Jerry Kosin moved, Dan Reis seconded to adjourn the meeting. Motion carried. The meeting adjourned at 10:20 a.m.

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4/21/08 - 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, Al Thoner, Jim Harris, and Laurie Lundgaard. Mike Larson was absent. Also present were Dan Rooney and Gregg Stevens.

Committee members viewed the location of the proposed driveway accesses on CTH "O" after their last meeting. The driveway variance is needed because the distance between the two driveways is not the required 500' apart. Jerry Kosin and Jim Camery said they don't want to approve the variance because the distance between the two driveways is less than half of the requirement. Several options were discussed including the possibility of installing a shared driveway. To use a shared driveway, the Rooney driveway would have to cross a dry run and be built about 100 feet longer. Since it crosses a dry run, it was thought that the DNR would have to approve it as well. Gregg Stevens offered a letter from Jim Kleinhans stating his thoughts on the proposed driveway. Dan Rooney expressed his frustration that past dealings with Oak Grove Township are playing into this decision and that only four members of a five-person committee were present. Jerry Kosin said the Oak Grove Township disputes have nothing to do with this issue. Gregg Stevens said that when he and Al Thoner viewed the sites initially, it appeared they should be able to get access to the highway. The selected locations seemed to be the best choices. So Mr. Stevens went forward with hiring an engineering firm and getting approvals from Land Management. A shared driveway will mean more costs with engineering, excavation, culverts, and more approvals. He felt that this scrutiny is not normal. Ross Christopherson told the committee that the engineering plans presented were excellent and very detailed and that all issues were addressed pertaining to the property south of the dividing line. The property and driveway issue to the north of the dividing line is not addressed in the plans and will, at some point in time, have to be addressed.

Mr. Rooney asked the committee if they could have more time to check with the DNR and possibly meet with the committee as soon as they get an opinion from the DNR. Jerry Kosin said that he would also like the Land Conservation Department to review these plans and possibly get an opinion from Ayres Associates, the firm they hire for these types of cases. Mr. Stevens said that the Land Conservation Department has reviewed these plans already. Jerry Kosin also stated that the land owner gets billed for the cost of getting an opinion from Ayres Associates.

Dan Reis moved, Jerry Kosin seconded to defer action until more information and opinions are received. Motion carried.

Jim Camery moved, Dan Reis seconded to adjourn the meeting. Motion carried. The meeting was adjourned at 8:45 a.m.

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5/15/08 – Jerry Kosin called the meeting to order at 8:10 a.m. Present were Jerry Kosin, Ben Plunkett, Mel Pittman and Jim Camery. Highway personnel present were Ross Christopherson, Al Thoner, Jim Harris, Ray Dohm, and Laurie Lundgaard. Others present were Tim Ramberg, Roger Rebholz, Paul Barkla, and Brad Lawrence. Curt Kephart and Chip Simones arrived later.

Ross Christopherson began by introducing everyone.

Jerry Kosin asked for nominations for Chair of the Highway Committee. Jim Camery nominated Chip Simones. Jerry Kosin asked for other nominations twice. Mel Pittman moved, Jim Camery seconded to close nominations. Motion carried.

Jerry Kosin asked for nominations for Vice-Chair of the Highway Committee. Mel Pittman nominated Jerry Kosin. Jerry Kosin asked for other nominations twice. Ben Plunkett moved, Mel Pittman seconded to close nominations and cast a unanimous ballot for the two nominees. Motion carried.

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

Jim Camery moved, Jerry Kosin seconded to approve the minutes of the 4/17/08 and 4/21/08 meetings. Since Mel Pittman and Ben Plunkett abstained from voting because they were not at those previous meetings, the motion failed.

Mel Pittman moved, Jim Camery seconded to approve vouchers dated 4/25/08 in the amount of \$42,982.92 and vouchers dated 5/7/08 in the amount of \$91,472.23. Motion carried.

Jim Camery moved, Mel Pittman seconded to approve the 4/25/08 payroll in the amount of \$92,935.01 and the 5/9/08 payroll in the amount of \$87,482.04. Motion carried.

Ross Christopherson introduced Tim Ramberg, Highway Commissioner from St. Croix County Highway Department and Roger Rebholz, St. Croix County Board Chair and Highway Committee Member. Roger explained how St. Croix County was able to implement a \$10/year Registration Fee for Motor Vehicles (Wheel Tax). He explained that there had to be a lot of information and justification given to the county board over several months before they adopted it as an ordinance. Tim showed the Pierce County highway committee a slide show outlining the statistical information, historical costs, and revenues. Discussion was held and questions answered. Ross thanked Tim and Roger for taking the time to share this with the committee. (Curt Kephart and Chip Simones arrived shortly after the slide show began.)

At this time Chip Simones asked for a motion to approve the minutes of the last two meetings. Jerry Kosin moved, Jim Camery seconded to approve the minutes of the 4/17/08 and 4/21/08 meetings. Motion carried with Simones, Kosin and Camery voting yes and Plunkett and Pittman abstaining.

Ross Christopherson presented the committee with a table of organization for the highway department. He explained the structure and answered questions.

Ross Christopherson told the committee that he had no new information for them about the ATV routes being proposed by the Pierce County ATV Association, so no action was needed. Jim Harris did mention that the towns of Trimble, Martell, Gilman and Ellsworth have passed ordinances allowing ATVs in their towns. Jerry Kosin moved, Jim Camery seconded to defer action on the ATV routes. Motion carried.

Ross Christopherson presented the Machinery and Equipment Plan to the committee and explained some items planned for 2008 will be pushed back a year and

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we'll only be purchasing a few of the planned items this year: floor sweeper, air compressor and skid steer trailer. Discussion followed regarding the large trucks on the equipment replacement plan, commissioner's car and take-home vehicles.

Trailer bid results were presented by Ray Dohm as follows:

Vendor	Make/Model and Year	Total Price
Ingli Auto	B-B BCT2014ET 2008	\$6,875.00
Miller-Bradford & Risberg	No Bid	
Carlson Tractor & Equipment	Redi-Haul R2027tbite-102 2008	\$8,466.00
Nortrax Equipment Co.	Towmaster T12T 2008	\$7,500.00
Aring Equipment Co.	No Bid	

Ray Dohm told the committee that he tried to find a used trailer, but did not find any that would meet the specs. Our current model will be sold at auction or sealed bid. The low bid from Ingli Auto was recommended by staff. Jerry Kosin moved, Mel Pittman seconded to approve the purchase of the 20 foot, 14,000 GVW tilt bed trailer from Ingli Auto at a price of \$6,875.00. Motion carried.

Ross Christopherson explained to the committee that Monarch Paving Company has given us a quote of \$8.36 per ton for mixing and loading hot mix into our trucks at their Hager City facility. This quote does not include the aggregate or oil, just the mixing and loading. This quote is good for three years, 2008 through 2010. Mel Pittman moved, Jim Camery seconded to approve the quote from Monarch Paving Company for mixing and loading at \$8.36 per ton. Motion carried.

Ross Christopherson showed the committee the 5-year road plan for 2007 through 2011. The 2008 projects are CTH "G" from 63 to El Paso (mill and pave), "W" from 65 to St. Croix County line (mill and pave), "K" from KK to 370th Ave. (recondition and pave), "U" from Plum City to 190th Ave. (reconstruct), and "J" from 650th St. to 750th Ave. (reconstruct). Due to budget issues, the CTH "W" project will be pushed back a year and the rest of the 5-year plan will be adjusted. No action was necessary on this item.

Ross Christopherson told the committee that future meetings could be set for the third Thursday of each month if they wanted to meet only once a month. It was mentioned that the start time could be at 8:30 a.m. instead of 8:00 a.m. Mel Pittman moved, Jerry Kosin seconded to approve the calendar with the following dates set for highway committee meetings at 8:30 am: June 19, July 17, August 21, September 18, October 9 (the second Thursday), November 20 and December 18. Motion carried.

Shop Superintendent's Report (Ray Dohm)

The waste oil burner is being installed and we're moving into the new truck storage building this week or next.

Patrol Superintendent's Report (Al Thoner)

We've been shouldering, patching, sweeping, bridge deck washing, patching and deck sealing on county and state roads. Sign crew is busy replacing temporary signs with permanent signs. Temporary signs are put up in the winter from accident knock-downs and when the frost comes out, they put up permanent ones. The state-wide winter severity map was passed around.

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Office Manager's Report (Laurie Lundgaard)

Steve Scheidler, CPA from LarsonAllen was here last week and closed our 2007 books. Steve Tracey will be invited to attend the June 19th highway committee meeting to go over the financial report with the committee.

Commissioner's Report (Ross Christopherson)

The Spring District meeting is tomorrow in Fall Creek hosted by Eau Claire County and anyone wishing to attend can ride with Ross and must be in Ellsworth by 7:00 a.m.

The Summer Highway Conference is June 10-12 in Wisconsin Dells. Ross, Chip and Jerry are registered.

Met with Land Management Committee regarding the Greg Bisel Quarry and working on a conditional use permit and will meet certain conditions in order to continue mining in that location.

The sales study for the CTH "K" project ("KK" to 360th Ave.) is here and will be on the agenda of the next committee meeting for their approval.

The Rooney/Sweeney driveway variance issue has resolved itself. The property line was moved and the parties agreed to a shared driveway on the property line. No variance is needed now.

Mel Pittman moved, Jerry Kosin seconded to adjourn the meeting. Motion carried. The meeting adjourned at 10:20 a.m.

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6/19/08 - Chairman Chip Simones called the meeting to order at 8:30 a.m. Present were Chip Simones, Jerry Kosin, Ben Plunkett, Mel Pittman, and Jim Camery. Highway personnel present were Ross Christopherson, Al Thoner, Jim Harris, Ray Dohm, and Laurie Lundgaard. Others present included Larry Johnson, Scott Jensen, Terri Klawiter, and Ron L. Anderson from the Pierce County ATV Association; Gary & Tami Bee, Wayne & Joyce Bocksell; John Beckfield from SEH; and Paul Barkla.

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

Jerry Kosin moved, Mel Pittman seconded to approve the minutes of the May 15, 2008 meeting. Motion carried.

Mel Pittman moved, Jim Camery seconded to approve vouchers dated 5/22/08 in the amount of \$171,829.14 and vouchers dated 6/6/08 in the amount of \$78,517.20. Motion carried.

Jim Camery moved, Jerry Kosin seconded to approve the payroll dated 5/23/08 in the amount of \$88,975.72, the payroll dated 6/6/08 in the amount of \$89,192.17 and the payroll dated 6/20/08 in the amount of \$91,415.54. Motion carried.

Mel Pittman moved, Jerry Kosin seconded to amend the agenda and take up the issue of the driveway variance request at this time. Motion carried.

The driveway variance request from Gary and Tami Bee is located on CTH "CC" about 1/10 mile from the intersection with CTH J to the south. The variance is needed because the proposed location does not meet the 500' from an existing driveway distance requirement. There is an existing agricultural driveway 40' to the north of the proposed site and another existing residential driveway 102' to the south. Al Thoner said that safety is not an issue because there is a stop sign at the intersection about 600' to the south. Motorists coming from the south will only be accelerating and motorists coming from the north will be decelerating coming up to the stop sign ahead. Mel Pittman and Jim Camery said that they had been out to look at the site. Discussion followed regarding the possibility of a shared driveway with the ag driveway on the property line. The landowners said there will be drainage problems with a shared driveway. Mel Pittman moved to grant the variance, Jerry Kosin seconded it. Discussion followed regarding whether a shared driveway was feasible and that it would be less expensive to just build another driveway at the proposed location. Jerry Kosin withdrew his second to the motion. Both land owners stated that a shared driveway was not a good idea as the main issue is about accessibility, not a money issue. Chip Simones seconded the motion. The motion failed with a vote of two yes and three no. Ross Christopherson said that he could approve a shared driveway request, because it would not require a variance. Gary Bee told the committee that the parcel the proposed driveway is for is a separate parcel and the code says one driveway per parcel. Several questions were asked and it was decided that this new information needed further research with corporation counsel and zoning. Jerry Kosin moved, Ben Plunkett seconded to table this issue until further information is received from corporation counsel and zoning. Motion carried with Mel Pittman abstaining. Ross Christopherson and Jim Camery agreed to talk to corporation counsel and zoning.

Ross Christopherson introduced John Beckfield from SEH. John gave the committee an update on the CTH "F" bridge project. Discussion followed regarding truck lanes, increased roadway overflow, federal approvals, and alternate plans.

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John Beckfield gave the committee an update on the CTH "U" bridge project. He told of the assessor's plat that was done due to property lines that were not accurately done. Right-of-way can be acquired starting this fall. A design study report will have to be done first though.

John Beckfield also mentioned that the CTH "N" bridge project just north of El Paso is being started.

Ross Christopherson presented the Sales Study of the CTH "K" project. The sales study shows there are three types of land: 0-2 acre parcels valued at \$31,335; 3-11 acre parcels valued at \$11,190; >11 acre parcels valued at \$3,800. Discussion followed regarding size of r/w needed and price. Mel Pittman moved, Jerry Kosin seconded to approve the Sales Study as presented. Motion carried.

Laurie Lundgaard told the committee that each year the State of Wisconsin holds a Superintendent's and Foremen's Conference. This year it will be held at the Kala Hari in Wisconsin Dells September 17, 18, and 19. In the past, the department has sent up to five employees to the conference. Mel Pittman moved, Jerry Kosin seconded to allow five employees to attend the 2008 conference. Motion carried.

The vehicle use survey responses were shared with the committee. Discussion followed regarding who has take-home vehicles and why they are necessary. It was explained that it is more economical to send someone out on an emergency from their home, rather than driving into the shop to get a county vehicle. The value of the benefit was also a topic of discussion and whether or not a mileage reimbursement fee for using a personal vehicle would be an option.

Ray Dohm explained the specifications he put together for a replacement floor sweeper for our 1986 model (unit 3517). This item is on our replacement schedule and is included in the equipment replacement plan and budgeted for 2008. Mel Pittman moved, Ben Plunkett seconded to approve and send out for bids for a replacement sweeper. Motion carried.

Jim Harris presented a cost share request from Rock Elm Township for a bridge project on 110th St, 260' north of 450th Ave. at a total cost of \$46,725.00. Jim Camery moved, Jerry Kosin seconded to approve the cost share request from Rock Elm Township. Motion carried.

Jim Harris explained that the El Paso Township cost share request was not here yet so will have to table this item until a later meeting. Jerry Kosin moved, Jim Camery seconded to table the El Paso Township cost share request. Motion carried.

Ron L. Anderson was present to explain the ATV routes in Pierce County and that their association, The Pierce County ATV Association, has been working on developing routes on private land whenever possible, but have attained permission from five townships to use their town roads. He also explained that certain small portions of County Roads are needed to gain access to the town roads where they are not contiguous. At this point there are eight segments that the association is requesting permission to access and use. The group would like the highway committee's approval and recommendation to the county board for their approval of these routes. This item was listed as discussion only, so will be placed on the agenda for the next meeting for action.

Al Thoner told the committee of a discretionary maintenance agreement he received from the State of Wisconsin for a culvert replacement on USH 10 in the amount of \$16,000. This agreement allows highway department forces to replace the culvert and

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bill the State up to \$16,000 for time and materials. Jim Camery moved, Jerry Kosin seconded to approve the discretionary maintenance agreement from the State of Wisconsin for \$16,000. Motion carried.

Patrol Superintendent's Report (Al Thoner)

Maintainers are mowing on County roads 15', as little as necessary and on State roads after July 1st, and will do intersections as needed. They are also working on guardrail in Pepin and St. Croix Counties.

Construction Superintendent's Report (Jim Harris)

We have a contractor doing the work on CTH "U" just south of Plum City

We are doing some work for Oak Grove Township

Crushing crew is working in the Johnson Quarry

Construction crew has been working on the Trimble Park again

We seal-coated 22 miles in 2 days

Office Manager's Report (Laurie Lundgaard)

The conference room chairs have been replaced at a cost of \$139 each for 20 chairs.

Commissioner's Report (Ross Christopherson)

Attended the Summer Highway Conference last week with lots of information received

Received a thank you from the Pierce County Historical Association for mowing, cutting trees at the bow & arrow landmark

Working with Olson Explosives regarding the road damage on USH 10 by the Bisel Quarry

Public Notice is in the paper for the mining reclamation plans

Wheel Tax issue will be on the next agenda for continued discussion and possible action

The Finance and Personnel Committee is directing departments to prepare their 2009 budgets with a 0% increase and prepare and provide justification for any increases above 0%.

Jim Camery moved, Ben Plunkett seconded to adjourn the meeting. Motion carried. The meeting adjourned at 11:40 a.m.

The next meeting will be on July 17, 2008 at 8:30 a.m.

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7/17/08 – Vice-chairman Jerry Kosin called the meeting to order at 8:34 a.m. Present were Jerry Kosin, Ben Plunkett, Mel Pittman, and Jim Camery. Chip Simones came at 8:38 a.m. Highway personnel present were Ross Christopherson, Al Thoner, Jim Harris, Ray Dohm, and Laurie Lundgaard. Others present were Steve Tracey, CPA and Steve Scheidler, CPA from LaronAllen; Gary and Tami Bee; Wayne and Joyce Bocksell; John Schillie and Brian LaRue from Olson Explosives; and Gary Ridout.

Jerry Kosin asked for public comments, but none was received.

Jim Camery moved, Mel Pittman seconded to approve the minutes of the 6/19/08 meeting. Motion carried.

Chip Simones arrived.

Jim Camery moved, Mel Pittman seconded to approve the vouchers dated 6/20/08 in the amount of \$446,857.07 and the vouchers dated 7/11/08 in the amount of \$298,760.90. Motion carried.

Jerry Kosin moved, Jim Camery seconded to approve the 7/4/08 payroll in the amount of \$90,441.59 and the 7/18/08 payroll in the amount of \$90,025.53. Motion carried.

Steve Tracey, CPA and Steve Scheidler, CPA from LarsonAllen were present. Steve Tracey went over the 2007 Financial Report of the Highway Department and the Fund Balance Statement. Committee members' questions were answered.

Ross reminded the committee of the driveway variance request from Gary and Tami Bee on CTH "CC". Ross recommended to the committee that a variance be granted to allow the Bees to put in a driveway that would allow them to drive straight into their shed, with the understanding that if anything else changes, we would require a shared driveway on the property line. Mel raised the question as to whether a separate parcel would qualify for its own driveway and Ross said that Corporation Counsel said that it is attached and doesn't warrant a separate access. Jerry Kosin suggested just adding on to the existing agricultural driveway to the north and making it wider to allow access to both properties. Gary Bee reminded the committee of the water drainage issue. Ben Plunkett presented various statistics about access points and the correlation to accidents and safety. After much discussion, Jerry Kosin moved, Jim Camery seconded to approve a shared wide driveway by adding on to the south end of the existing ag driveway. Motion carried with 3 yes and 2 no.

Ray Dohm presented the bid results on the floor sweeper as follows:

Company	Make, Model, Year	Amount	
Yale Material Handling MN Inc. 15735 Central Ave. NE Ham Lake, MN 55304	Advance	Outright price 27,513.00	Low Bid
	Exterra	Trade value -2,500.00	
	2008	Net price 25,013.00	
Tennant Sales and Service Mpls, 701 N. Lilac Drive Minneapolis, MN 55422	Tennant	Outright price 34,078.43	+1,115.63
	S30	Trade Value -4,100.00	
	2008	29,978.43	
		Mfg Rebate -3,879.80	
		Net price 26,128.63	
Wis. Lift Truck Corp. Eau Claire, WI		No Bid	

Ross said that this purchase is in our capital improvement plan and is in the 2008 budget. Ben Plunkett moved, Jim Camery seconded to approve the low bid from Yale Material Handling at a net price of \$25,013.00. Motion carried.

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Ross Christopherson reminded the committee of the ATV routes that were discussed at the last meeting. Chip Simones said that he would like to see the items listed in Section V shown on an Exhibit page of the ordinance. Ben Plunket said that he would like to see the safety rules spelled out in the ordinance. No action was taken.

Ross Christopherson explained to the committee that the vehicle logs that are turned in by the employees have a place on there to report trips. The employee pays social security and Medicare on the value of the trips. Since Jim Harris is scheduled to work and is compensated for four 10-hour days a week, he does not turn in the trips when he comes into the office on Fridays. The admin office says that those trips must be reported and someone must pay the SS and Medicare on that benefit. Since Jim's Fridays during the summer months are not compensated, Ross doesn't feel that there is a benefit to him. Ben Plunket moved, Jim Camery seconded that the Highway Department pay the taxes on the value of the Friday trips for Jim Harris during the 10-hour days. Motion carried.

Jim Camery briefly talked about the lack of contract language on take-home vehicles for union employees. He thinks there may be a need to create a policy that would cover all county take-home vehicles.

Ross Christopherson introduced John Schillie and Brian LaRue from Olson Explosives. Ross also told the committee that the department uses Olson Explosives equally as much as Dole Explosives to do our blasting in the quarries. During the blast in the Bisel Quarry on April 10, 2008, USH 10 was damaged as the force of the blast came up through the road. This resulted in repairs that cost the county about \$13,000.00. Ross has been trying to work with Olson Explosives to get some compensation. John Schillie said that they did nothing wrong, everything they did was proper and that they are not going to submit it to their insurance because the deductible is too large. John said they would be willing to waive their service fees for blasting the rest of the year 2008. Jim Harris said we don't plan to blast anymore this year. Jerry Kosin asked John if he would be willing to extend the offer through 2009 and John said he was authorized to make that decision but would ask. Both John and Brian said they would like to continue working with us and will attempt to resolve this.

Laurie Lundgaard requested to send four office staff to the annual CHEMS training to be held in Mishicot, WI on October 16 and 17, 2008. The State will pay for registration fees, training time and travel expenses for three people. The county will only have to pay for one. Jim Camery moved, Ben Plunkett seconded to approve to send four people to the annual CHEMS training this fall. Motion carried.

Jim Harris explained that El Paso Township has not turned in their paperwork for the cost share request yet, so this item will be on a future agenda.

Laurie Lundgaard told the committee that the 2009 Staffing Plan and New Personnel Requests are part of the 2009 budget process that are due now. The staffing plan shows all the employees for the highway department and their positions. The new personnel request is the same as years past with a request to increase the two bookkeepers to 8 hours a day. Jim Camery moved, Mel Pittman seconded to approve the 2009 Staffing Plan and New Personnel Requests which will be forwarded to the Finance and Personnel Committee for their approval. Motion carried.

Ross Christopherson told the committee that the 2009 Budget will be presented in the same format as in the past using updated numbers. This will be on the agenda for the next committee meeting.

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Shop Superintendent's Report (Ray Dohm)

The new storage building is done. We are holding back \$20,000 until the waste oil burner inspection is done and passed.

We've been busy with keeping our units running.

Ray will be working on putting together the haul truck specs which we plan to start purchasing next year.

We have one loader to replace this year, but not until late so we actually purchase with next year's money.

2010 will have new emission standards on purchases

Patrol Superintendent's Report (Al Thoner)

We mowed the first cut of 15 feet on county roads and will again mow later this fall.

We mowed the first cut of 5 feet on state roads earlier and are now mowing 15 feet.

We've had some downed trees from wind, been patching and shouldering.

Construction Superintendent's Report (Jim Harris)

McCabe Construction is doing the CTH "U" project, but we are hauling the breaker rock and crushed rock to the project.

We are also doing a project for Oak Grove Township

Commissioner's Report (Ross Christopherson)

The FFA sent a thank you for letting them use our wobble wheel compacter.

Received a letter from the Plum City Post Office regarding the obstructed vision from brush, trees and branches about the same time we were starting our mowing program.

The former owner of the Stogdill Pit has died. We should now be able to rent out that land ourselves. Jerry Kosin suggested we inform the farmer who was renting from Stogdill.

Attended the 2008 Farm Progress Days in Green Bay with Jim Harris and Dan Reis. Ross, Jim Harris and Al Thoner are on the traffic committee for the 2010 Farm Technology Days event in Pierce County.

The next meeting will be on August 21, 2008 at 8:30 a.m.

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

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8/21/08 - Chairman Chip Simones called the meeting to order at 8:35 a.m. Present were Chip Simones, Jerry Kosin, and Jim Camery. Ben Plunkett arrived at 8:50. Mel Pittman was excused. Highway personnel present were Ross Christopherson, Al Thoner, Jim Harris, Ray Dohm, and Laurie Lundgaard. Also present was John Beckfield from SEH.

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

Jerry Kosin moved, Jim Camery seconded to approve the minutes of the July 17, 2008 meeting. Motion carried.

Jerry Kosin moved, Jim Camery seconded to approve the vouchers dated 7/25/08 in the amount of \$171,429.87 and the vouchers dated 8/1/08 in the amount of \$16,298.91 and the vouchers dated 8/12/08 in the amount of \$167,806.93. Motion carried.

Jerry Kosin moved, Jim Camery seconded to approve the payroll dated 8/1/08 in the amount of \$89,112.44, the payroll dated 8/15/08 in the amount of \$93,035.36 and the backpay which will be paid out to highway union employees on 8/29/08 in the amount of \$33,257.17. Motion carried.

Ross Christopherson introduced John Beckfield from SEH to give an update to the committee on the CTH "F" Bridge project. John addressed some of the concerns of committee members including the footprint of the project, bike path, overflow probability and the passing lane.. Several questions were answered. John will bring another update to the committee in a couple months.

Jim Harris presented a cost share request from El Paso Township for the repair/replacement of the Grotz Bridge on 465th Ave. 400' east of 455th Ave. as follows:

Total cost of the project	\$137,080.02
Township share	68,540.01
County share	68,540.01

Jim Camery moved, Jerry Kosin seconded to approve the cost share request from El Paso Township as indicated above. Motion carried.

Jim Harris presented a cost share request from Union Township for the repair/replacement of the 210th Avenue/Gary Lecheler Bridge as follows:

Total cost of the project	\$48,900.00
Township share	24,450.00
County share	24,450.00

Jim Harris presented a cost share request from Union Township for the repair/replacement of the 370th Avenue/Mike Rhiel Bridge as follows:

Total cost of the project	\$26,700.00
Township share	13,350.00
County share	13,350.00

Jerry Kosin moved, Jim Camery seconded to approve the two (2) cost share requests from Union Township as indicated above. Motion carried.

Salt bid results were presented to the committee. Eight (8) companies were solicited for bids; two (2) bids were received as follows:

<u>Bidder</u>	<u>Complete Price Delivered</u>	<u>Complete Price Picked Up</u>
Morton Salt	\$103.78 / ton	\$103.78 / ton
North American	\$144.39 / ton	\$142.00 / ton

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Jim Camery moved, Jerry Kosin seconded to accept the bid from Morton Salt @ \$103.78/ton delivered. Motion carried.

Ross Christopherson told the committee that he received a letter from Olson Explosives regarding the road damage while blasting in the Bisel Quarry. He gave the letter to Brad Lawrence, Corporation Counsel who will respond to the letter. No action is needed by the committee on this item.

Ross Christopherson presented the 2009 Budget packet and went over it with the committee. He explained the needs of the department and the costs to maintain the highway infrastructure at \$6.7 million. Ross asked the committee for direction as to what he should submit to the Finance and Personnel Committee. The Highway Committee's final approval will be at the next meeting.

Jim Camery asked about the status of the Wheel Tax issue. This item will be placed on the next committee's agenda.

Ross Christopherson explained that County Board Chairman, Paul Barkla wanted to address the issue of Term of Office for Highway Commissioner before the current term expires at the end of this year. An ordinance was drafted to reflect the change from 2-year terms to be an indefinite term. After discussion Jim Camery moved, Jerry Kosin seconded to leave the term of Pierce County Highway Commissioner as it is. Motion carried.

Shop Superintendent's Report (Ray Dohm)

Ray told the committee that he would like to advertise the surplus equipment for sale or at auction. This will be done prior to the committee's approval of the list. The list will be presented at the next meeting and the committee can decide which items to declare surplus and for sale.

Fuel bids and truck specs will also be on the next agenda.

Patrol Superintendent's Report (Al Thoner)

One mowing was done on state and county roads, forty miles of traffic paint was done last week and seal coating of STH 128. State workers have been busy with State bridge inspections and helping other county crews.

Construction Superintendent's Report (Jim Harris)

The crews are busy paving in Clifton, and next week on STH 35 from Trimbelle Bridge to the hot mix plant. The construction crew will be working on base placement for the curb and gutter for the "U" project. Others will be seal coating.

Office Manager's Report (Laurie Lundgaard)

The office has been very busy lately. There have been budget preparations, a machinery rate adjustment and wage increases.

Effective on 7/27/08, an adjustment was made to our equipment rates. This is due to the increased costs of fuel since January. However if fuel costs continue to decline, there could be another adjustment later – that is if the fuel factor of the rate formula changes by 2% or more.

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AFSCME 556 and the County have reached a labor settlement. Since there were two increases, Jan and July, retro pay adjustments were done in two procedures. Our CHEMS computer system is able to go back to January 1st and add the appropriate amounts to each employee's daily transactions. This not only creates a back pay payroll, it also creates a retro billing to each of the projects, including our own county jobs, the state, townships, cities, villages, other counties and other Pierce County departments. Retro billings will be mailed out at the end of the August billing period with an explanation. Since memos and reminders were sent out since the beginning of the year, hopefully, no one will be caught off-guard and will willingly and promptly pay their share.

The CHEMS annual training plans are complete. Four staff from Pierce County will be attending in Mishicot on October 15-17, 2008.

Commissioner's Report (Ross Christopherson)

Several key people from Pierce County went to Grant County to review their emergency planning and flood response plans and stopped at Congressman Ron Kind's office on the way for FEMA assistance overview.

Farm Technology Days planning meeting was held here this week. This department will be working with detour planning, setting up, and traffic control.

During budget preparations, the non-represented employee's salaries need to be considered. Hopefully the county will resolve this soon and the non-reps will be treated as fairly as the represented employees.

Jerry Kosin moved, Jim Camery seconded to adjourn the meeting. Motion carried. The meeting adjourned at 10:15 a.m. The next meeting will be September 18, 2008 at 8:30 a.m.

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9/18/08 - Chairman Chip Simones called the meeting to order at 8:30 a.m. Present were Chip Simones, Jerry Kosin, Ben Plunkett, and Jim Camery. Highway personnel present were Ross Christopherson, Jim Harris, Ray Dohm, and Laurie Lundgaard. Also present was Bill Warner, PCEDC. Mel Pittman arrived at 8:32 a.m.

Chip Simones called for public comments on any issue not related to agenda items. Ross Christopherson spoke to the committee regarding the Term of Office for Highway Commissioner. He noted that the surrounding counties have indefinite terms for their commissioners. He said that it would benefit the county, its citizens and the department to have a commissioner with an indefinite term. He encouraged the committee to reconsider changing the term from 2 years, to indefinite.

Jerry Kosin moved, Jim Camery seconded to approve the minutes of the 8-21-08 meeting. Motion carried. Mel Pittman abstained as he was not here last meeting.

Jerry Kosin moved, Jim Camery seconded to approve vouchers dated 8/26/08 in the amount of \$293,805.44 and vouchers dated 9/9/08 in the amount of \$217,948.59. Motion carried.

Mel Pittman moved, Jim Camery seconded to approve the payroll dated 8/29/08 in the amount of \$92,763.58 and the payroll dated 9/12/08 in the amount of \$94,953.25. Motion carried.

Ross Christopherson presented a packet of information to the committee justifying an increase over 2008 appropriations for the 2009 appropriations. The increase consisted of \$300,000 to be added to the winter maintenance 706 fund. He handed out a 10-year history showing the expenses in that fund and explained that the revenues (general transportation aids and county tax dollars) have not been keeping up. Even with the cost-saving measures taken in the past (less mowing, less road paint, less overtime plowing, larger county beats) this fund is under-funded. Discussion followed regarding cutting back on road construction projects. Ross explained that you can't do that for very long before it catches up and then there is too much to repair or the repairs needed are too great. Projects have already been delayed due to budget shortfalls. Jim Camery moved, Mel Pittman seconded to approve the 2009 budget with funding to be as follows: \$473,402 for Bridge Construction fund 708, \$159,769 for Engineering fund 711, \$499,703 for Winter Maintenance fund 706 and \$1,984,881 for Road Construction fund 707 with the total 2009 county appropriations to be an increase of 2% over 2008 at \$3,117,755. Motion carried with Chip Simones opposed.

Ross Christopherson was excused from the meeting at this point.

Jim Harris explained to the committee the Three-Party Design Engineering Services Contract between the Pierce County Highway Department, the State of Wisconsin DOT and Short Elliott Hendrickson for project #7885-07-00, CTH "N" over the Rush River in the amount of \$49,033.96 to be split 80/20 State and County. Jerry Kosin moved, Jim Camery seconded to approve the Three-Party Design Engineering Services Contract in the amount of \$49,033.96, of which Pierce County will be responsible for 20%. Motion carried.

Jim Harris explained the Relocation Order that is necessary for the CTH "K" (63 to CTH "KK") project #311.22K2. Jim Camery moved, Jerry Kosin seconded to approve and sign the Relocation Order for CTH "K" project #311.22K2. Motion carried.

Bill Warner from Pierce County Economic Development gave a brief background and presented a draft RFP for Engineering Services for surplus property at the Stogdill sand pit. This property was deemed surplus in 2005 and available for sale. Jim Camery

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moved, Mel Pittman seconded to approve the RFP. Motion carried. Chip Simones stated that any money received from the sale of the property should be put back in the highway department's land purchases fund 704. This RFP will now be forwarded to the Finance and Personnel Committee for their approval.

Ray Dohm presented a list of surplus materials and equipment that he would like to place on auction. The list consisted of two concrete saws, an old sign truck hydraulic boom drill, tilt bed trailer, guardrail, guardrail posts, two old large floor jacks, 3000 gallon water tank, twelve tires/rims. Ben Plunkett moved, Jerry Kosin seconded to approve the list and declare these items as surplus. Motion carried.

Ray Dohm presented specifications for six quad axle cabs, chassis, dump bodies and hoist packages. He told the committee it would be best to purchase these six trucks before the 2010 emissions standards go into effect. Discussion followed. Ray said they should take these specs home and look them over. If they have any questions to just call him and this will be on the agenda for the next highway committee meeting.

The committee discussed the wheel tax that was talked about last spring. Jim Camery moved, Jerry Kosin seconded to defer action on this item until next meeting. Motion carried.

Shop Superintendent's Report (Ray Dohm)

Fuel bids were sent out and will be on the agenda of the next highway committee meeting.

The shop crew is getting equipment ready for fall/winter season and keeping things in running order.

Construction Superintendent's Report (Jim Harris)

Some of the construction crew has been busy with the CTH "U" project in Plum City, with paving, and intersections. They will be working on the shoulders next week.

Others on the construction crew have been busy with the Trimble Park on CTH "O".

Office Manager's Report (Laurie Lundgaard)

The office has been looking at the storage fees collected for space that is rented out to other departments. The rate has never changed, however the cost of buildings and grounds has increased. The department is looking at raising the rate from \$.35/sq. ft. for outdoor space to \$.50/sq. ft. and from \$3.50/sq. ft. for indoor heated space to \$4.50/sq. ft. The office has been busy with putting the 2009 budget together.

Jerry Kosin moved, Mel Pittman seconded to adjourn the meeting. Motion carried. The meeting adjourned at 10:12 a.m.

The next meeting will be on October 9, 2008 at 8:30 a.m.