

## February 11, 2014

The regular meeting of the Highway Committee was called to order by Chair Paul Schwandt at 5:30 PM on Tuesday, February 11, 2014. The requirements of the Open Meeting Law were certified as being met.

Present: Paul Schwandt  
Don Peters  
Eugene Henke  
Margaret Whirry  
Absent:

Others Present: Amy Brooks, Highway Commissioner  
Becky Pence, Administrative Assistant  
Duane Prachel, County Superintendent  
Dan Hurst, Corporation Counsel  
Jim Trapp, Carew  
Loreen Gaastra, Gaastra & Sons  
Bill Spencer, Metal Culverts  
Todd Riebau, Contech

### **Pledge of Allegiance**

The Pledge of Allegiance was recited.

### **Agenda**

*Motion/second (Whirry/Peters)* to approve the Agenda. Motion Carried.

### **Minutes**

*Motion/second (Peters/Whirry)* to approve the Minutes of 01/21/14. Motion Carried.

### **Correspondence**

Informational Letter from DOT regarding construction staging activities and detour routes for the reconstruction of STH 23 from the west intersection of CTH A to Arcade Glen Road in Fond Du Lac County.

### **Public Comments** None

### **Appearances** None

### **Bid Solicitation**

The gravel and culvert bids were opened and read.

*Motion/second (Peters/Whirry)* to accept the gravel bid that is most advantageous to Green Lake County after bid review. Motion Carried.

*Motion/second (Peters/Henke)* to accept the culvert bid that is most advantageous to Green Lake County. Motion Carried.

### **Salt Brine Maker**

Schwandt met with Weir and it was noted that Maintenance didn't know about any issues regarding the salt brine maker. Schwandt also commented that you'll never get all of the moisture out of the lines. Brooks stated that when the unit was inside, the tank would automatically fill, keeping up with usage. With the tank now outside, it cannot fill automatically because the hoses have to be removed so that they do not freeze. Noted this has been an exceptionally cold winter. It takes about 45 minutes to fill up the tank, and you have to constantly watch it. We do not have time to wait during an ice/storm event.

Insulating the water line or getting a storage tank to make a bunch of brine at once was discussed. Peters stated that Whirry mentioned heat tape last month, but if maintenance didn't know about it, they can't fix.

Prachel is to meet with Weir to resolve the matter.

### **Overtime**

A 5 year overtime comparison report was discussed. Margaret feels overtime should be paid. Peters would like to keep on agenda until the new committee is formed this April, and Schwandt would like to see another report reflecting wages from 5, 10 to 20 years in order to see what they are actually losing.

### **Road Posting**

Brooks explained a proposal to charge a fee for the multi trip permits during the road posting in Spring. Discussion held on dollar amount for the fee. The Sheriff will make a priority during postings, and money can go towards training.

*Motion/second (Henke/Whirry)* to approve charging a \$50.00 fee for a multi-trip permit during the Spring road posting and to amend Ordinance, Article VI, Chapter 159-24 Fees. Motion Carried.

### **Road Agreement**

Hurst talked to Attorney Sorenson. Sorenson met with his clients, and will meet with Brooks and Hurst to work out a draft agreement and this agreement will include an escrow for 15 years, which will amount to approximately \$35,000 per year.

### **Tree/Brush Disposal**

Brooks presented a road clearing guide with three options. Option 1 – Green Lake County will remove to Shop 2 or a location equal to or less than the distance to Shop 2 if property owner does not want; Option 2 – Green Lake County will remove to Shop 2 and put out to bid if the property owner does not want; Option 3 – All resulting wood will be the property owner's responsibility to keep or remove.

*Motion/second (Whirry/Peters)* to approve Option 3 for all resulting wood will be left on the property owner's land, out of the right-of-way, for the property owner. If property owner does not want the wood, it is the property owner's responsibility to have the wood removed. Motion Carried.

### **Inventory**

Brooks explained the surplus of old inventory parts that are no longer needed. In order to sell to the public that may have use for, it needs to be declared surplus.

*Motion/second (Whirry/Henke)* to adopt policy for Disposal of Highway Department Surplus Personal Property for sale to the public in order of disposal of old inventory parts. Motion Carried.

### **Use of Grounds**

*Motion/second (Henke/Whirry)* to approve Louis Bock parking request for annual trips on 5/15/14-5/21/14; 6/26/14-7/2/14; 9/25/14-10/1/14; and 9/9/14-9/11/14. Motion Carried.

*Motion/second (Henke/Whirry)* to approve Ernie Pulvermacher request for (2) ATV charity ride events on 04/05/14 and 04/12/14. Motion Carried.

### **Monthly Vouchers**

*Motion/second (Peters/Whirry)* to approve the February 11, 2014 vouchers in the amount of \$198,132.53. Motion Carried.

### **Financial Reports**

The Financial Reports were reviewed.

### **Lubes**

Discussion held on sending out fluid and lube bid specifications for a two to five year period which will include the dispensing equipment.

*Motion/second (Peters/Whirry)* to approve sending specifications out for the fluids and lubes and awarding to the vendor that meets the requirements of specifications that are most advantageous to Green Lake

County, and as a minimum the vendor awarded to supply Green Lake County for a minimum of 5 years.

### **Purchase of Equipment**

Brooks would like to purchase a new truck this year as Unit 47 will be sold, and Unit 49 will need to be sold. Discussion held on waiting a while in order to determine if the last years new truck (Unit 28) is functioning good. Peters commented that he would like to wait until the new committee is formed in April, and also inquired as to whether the specifications have been gone through to make sure all items listed is what is actually needed or is it wanted.

*Motion/second (Whirry/Henke)* to approve sending bid specifications out for a new cab, chassis and truck equipment. (3) Ayes, (1) Nay (Peters). Motion Carried.

### **2013 Annual Report**

*Motion/second (Whirry/Henke)* to approve the 2013 Annual Report and to forward to County Board. Motion carried.

### **Railroad Consortium** None

### **Vacant Position**

*Motion/secon (Whirry/Henke)* to approve filling the Mechanic II Position by posting internally first, if no one is qualified or interested in the position, then an outside posting will be done. Motion carried.

### **Committee Discussion**

Brooks reported crews were patching potholes; input county sign data into simple signs software; widening and winter maintenance as needed. New plow truck has arrived, and filled Mechanic/Parts Foreman Position. Anticipated activities include surface maintenance; rubber crack filling; tree and brushing; simple sign data; and winter maintenance as needed.

January crash data consisted of 19 deer, 7 other/weather, and 7 county damage claim.

### **Future Agenda Items for Action and Discussion:**

- *Regular meeting date, February 11, 2014 at 5:30*
- *Highway Department Capital Outlay for road construction and equipment*

### **Adjournment**

*Motion/second (Whirry/Peters)* to adjourn 8:00 PM. Motion carried.

Submitted by,

Becky Pence, Secretary