

**April 09, 2013**

The regular meeting of the Highway Committee was called to order by Chair Paul Schwandt at 4:30 PM on Tuesday, April 09, 2013. The requirements of the Open Meeting Law were certified as being met.

Present: Paul Schwandt  
Donald Peters  
Eugene Henke  
Margaret Whirry

Absent:

Others Present: Amy Brooks, Highway Commissioner  
Becky Pence, Administrative Assistant  
Duane Prachel, County Superintendent  
Dan Hurst, Corporation Counsel  
Tim Mashuda, Michels Material  
Scott Weir, Maintenance Supervisor  
Jack Meyers, County Board Chair

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**Agenda**

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

**Minutes**

*Motion/second (Peters/Whirry)* to approve the Minutes of 03/12/13. Motion Carried.

**Correspondence** None

**Public Comments** None

**Appearances** None

**Solicitation for Price Quotes, 3/8" Fractured Washed Chips:**

Price quotes for 3/8" Fractured Washed Chips received, opened, and read from Kopplin and Michels Materials.

**Monthly Vouchers**

*Motion/second (Peters/Henke)* to approve the April vouchers in the amount of \$50,923.20. Motion Carried.

**Commissioner's Report**

County crews were cutting trees and brush; patching potholes on State and County; winter maintenance; drainage maintenance; cleaning culverts; crack filling county roads; removing snow fence; unharness trucks;

Anticipated activities include rubber seal; reconstruction CTH A and O; surface maintenance as needed.

DOT Request for Services – crack filling on STH 49.

March crash data consisted of 16 deer, 8 other/weather, and 5 county damage claims.

Field Road Review - Roads posted starting March 28<sup>th</sup> - April 15<sup>th</sup>; CTH D closed due to water over road – opened April 8<sup>th</sup>.

### **DOT Request for Services**

Brooks explained the Local Force Account (LFA) for crack filling on STH 49, in the amount of \$82,059.63. The approximate start date is 6/15/13.

### **Financial Reports**

The Financial Reports were reviewed. The 2012 Balance Sheet and Income Statement, and Fund Equity was explained to committee members. Fund Equity will be discussed in further detail at the May meeting.

### **Use of County Property**

*Motion/second (Whirry/Henke)* to approve 2013 Green Lake Bank parking requests for May 20th-22nd, June 22nd-30<sup>th</sup>, September 22<sup>nd</sup>-28<sup>th</sup>, and Sept 29<sup>th</sup>-Oct 5<sup>th</sup> and to forward to P&I for approval. Motion Carried.

### **Driveway Variance, CTH V Ben Streblinski, Town of Berlin**

Brooks explained the driveway variance request from Ben Streblinski, on CTH V in the Town of Berlin. Variance is requested because the property is being divided. The neighbors driveway is only 350' away, and the sight distance is good in both directions. The \$400.00 variance fee has been received.

*Motion/second (Peters/Whirry)* to approve the requested driveway variance for Ben Streblinski on CTH V in the Town of Berlin. Motion Carried.

### **Road Agreements**

Hurst explained that he and Brooks are working on the agreements. Hurst called Attorney Sorenson for a meeting in the near future for the CTH S issue. Hurst explained that D&I Silica, the transload company has ownership of the sand. Schwandt asked about the farm equipment haulers. Henke stated that there's also Del Monte, Landmark, Flash Trucking and piping may be an option.

### **Brine Tank Survey**

Brooks explained the information gathered from other counties. The information received was they also have their brine tanks in their buildings like we do. The price for a new concrete pad and brine maker would run approximately \$28,000.

Weir commented that the salt eats the control circuit boards that are in the area, and approximately \$10,000 in infra-red heaters have previously been installed. Weir will work with the highway department to do more research, explore all options and bring information back to the committee along with prices in hopes of rectifying by fall.

### **Subscriptions – TDA, NACE**

Discussion held on the type of information provided by TDA and NACE in order to justify membership dues. Brooks felt the NACE would be beneficial for Green Lake County.

*Motion/second (Peters/Whirry)* to not approve the subscription for TDA. Motion Carried.

*Motion/second (Henke/Whirry)* to approve the subscription for NACE in the amount of \$150.00. Motion Carried.

### **Truck & Equipment Bid Spec Review, and Bidders List**

Peters is opposed to the international cab and chassis and felt that we had an inadequate bid list, and the list has been inadequate for some time. Peters suggested to rebid the cab and chassis and to add vendors for a Freightliner, Western Star, Mack, and Madison Truck to the bid listing.

*Motion/second (Peters/Whirry)* to re-bid the cab and chassis and to revise the bid listing to include Freightliners, Western Star, Macks, and Madison Truck to the bid listing. Motion Carried.

Peters commented on a discussion he had with Burke Equipment and how they don't look at our bids as we only buy from Monroe Truck anyway. Peters would like to rebid the equipment and suggested that Burke

Truck bring equipment in to look at or Brooks and Prachel go to Burke Truck and compare equipment.

*Motion/second (Peters/Schwandt)* to rebid on the equipment and Brooks and Prachel to compare equipment with Burke, Casper and Monroe. Roll Call Vote – 2 ayes, 2 nays. Motion denied.

#### **Asphalt, Oil, Pulverizing Awards**

Brooks informed committee members that Northeast Asphalt was awarded the asphalt bid and pulverizing bid; and that HG Meigs was awarded the bid for the road oil.

#### **Maintenance Items (Keys, Door)**

Weir explained one estimate for replacing door frames locks and exterior doors and electronic locks was approximately \$15,000.00 and is waiting for another estimate. Because of timing issues, Weir felt that subcontracting out for installing the doors would be best. Budgeting was also discussed. Weir commented that the money would come out of the ADA Security budget.

Brooks and Weir did a shop walk through, discussing various items. It was noted that if fumes are getting upstairs it is because the air handler is not on.

Regarding general maintenance items for the Janitor position to perform, Weir suggested to be sure to layout exactly what the duties of that person is to perform because of the difference in pay rates between Highway and Maintenance.

#### **Legislative Breakfast, 4/19/13, Wausau**

Brooks asked if any committee members would like to attend the Legislative Breakfast in Wausau on 4/19/13. Whirry would like to attend.

*Motion/second (Henke/Peters)* to approve Brooks and Whirry to attend the Legislative Breakfast in Wausau on 4/19/13. Motion Carried.

#### **Meeting with Health & Human Services Committee**

Brooks explained that she and Pence attended last month's Health & Human Services Committee Meeting to discuss Highway rates as Fox River Industries would like Highway to do their mechanical/maintenance work on their equipment as much as possible.

#### **Railroad Consortium**

Henke spoke about an Independent Study Book that was real interesting and he would bring to the next meeting.

#### **Closed Session**

*Motion/Second (Whirry/Peters)* to convene in closed session per ss19.85(1)(c)(f) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; ss19.85(1)(g) conferring with legal counsel for the governing body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The closed session relates to employee evaluation(s). Roll-Call Vote, 4 ayes, 0 nays. Motion Carried.

#### **Resume Open Session**

*Motion/Second (Peters/Henke)* to resume open session. Roll-Call Vote, 4 ayes, 0 nays. Motion Carried.

#### **Discussion and Possible Action on Matters Discussed In Closed Session Relating to employee evaluations, and Highway Commissioner Position**

*Motion/second (Whirry/Peters)* to approve the evaluation for Roger Priebe, and to forward on to his personnel file. Motion Carried.

**Committee Discussion**

Brooks explained when the position descriptions went to Personnel for approval, the lifting capacity of up to 80 pounds was questioned, as 50 pounds was thought to be the capacity for safety purposes.

Brooks informed committee members of the WCHA Winter Road School on June 3, 4, 5, 2013, and anyone interested needs to register by May 3, 2013.

Brooks explained that 11 candidates were interviewed for the General Laborer Position, and a second interview will be done on 4 candidates.

Peters expressed concern about the way the hiring process has changed and would like to see it reverted back prior to the policy changes so the committee members are involved. Discussion was held, members felt it was disrespectful to all the committees. Peters would like the Chair to voice the disapproval in a letter from the Highway Committee to the Personal Committee

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

- *Regular meeting date: May 12, 2013 at 4:30 PM*
- *Road review to include Brine Tank at Shop 2*
- *WCHA 2013 Summer Road School*
- *CTH S to Markesan – crack seal*
- *Fund Equity*

**Adjournment**

*Motion/second (Whirry/Peters)* to adjourn 7:06 PM. Motion carried.

Submitted by,

Becky Pence  
Secretary