

Administration Building

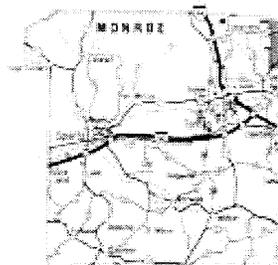
## MONROE COUNTY HIGHWAY DEPARTMENT

JACK DITTMAR, P.E., Highway Commissioner

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# NOTICE OF MEETING

**COMMITTEE:** Highway  
**TIME:** 9:00 A.M.  
**PLACE:** Highway Administration Building  
803 Washington Street, Sparta, WI  
**DATE:** Friday, January 15, 2016

### SUBJECT MATTER TO BE CONSIDERED

[all items are subject to Discussion & (except public comment) Action]

1. Period of Public Comment
2. Last Meeting Minutes
3. Review Payroll
4. Vouchers & Credit Card Charges
5. Commissioner's Report (copy attached)  
Projects, Equipment & Facilities, Budget, and Personnel
6. Bid Opening – 2016 Motor Grader
7. Proposed ATV/UTV Routes – Road Runners ATV/UTV Club of Monroe County
8. 10:00 am – Public Informational Meeting - CTH Z Bridge Replacement over Poe Creek
9. Future Agenda Items
10. 11:00 am to 1:00 pm Highway Tour: Southeast corner of County

Date Notice Posted: January 06, 2016

**PLEASE NOTE:** A quorum of the Monroe County Board or other committees may be present at this meeting. No business of the County Board or other committees will be conducted at this meeting, only the business noted above.

December 18, 2015 meeting of the Monroe County Highway Committee

Meeting called to order at 9:00 a.m., by Chairman James Schroeder.

Members present: James Schroeder, David Pierce, Wade Blackdeer, Gail Chapman and Nodji VanWychen.

Members absent: none

Others present: Highway Commissioner – Jack Dittmar, County Administrator – Catherine Schmit, Highway Shop Superintendent – William Pieper, Ayres Associates Structural Engineering Manager – David Pantzlaff (Item I. only), SEH Project Manager – Daniel Gustafson (Items I. thru VI. only), all remaining present for Item VI. only: DeBauche Truck & Diesel Sales Representative – Dan Schwabenbauer; Allstate Peterbilt Sales Representative – Shane Nottestad; River States Truck & Trailer Inc. Sales Engineer – Stan Hauser; and Wisconsin Kenworth Sales Representatives – John Bush & Todd Eckers

I. Period of Public Comment – Ayres Associates Structural Engineering Manager, David Pantzlaff and SEH Project Manager, Daniel Gustafson both stopped in to wish the Committee a Merry Christmas & Happy New Year and to say thanks for all of the past and current bridge & road design projects that their engineering firms have performed for the County.

II. Motion to approve the minutes of the November 18, 2015 meeting made by Nodji VanWychen, seconded by Wade Blackdeer. All ayes, motion carried.

III. Payroll presented as follows:

|                        |                    |                        |                    |
|------------------------|--------------------|------------------------|--------------------|
| Check Date: 11/25/2015 |                    | Check Date: 12/10/2015 |                    |
| • Field Personnel      | \$60,787.96        | • Field Personnel      | \$61,466.67        |
| • Administration       | <u>\$12,192.83</u> | • Administration       | <u>\$11,998.97</u> |
| • Total                | \$72,980.79        | • Total                | \$73,465.64        |

IV. Vouchers presented as follows:

|                  |                     |
|------------------|---------------------|
| • Early Pay      | \$177,157.63        |
| • Credit Cards   | \$ 1,753.90         |
| • Month Vouchers | <u>\$ 86,767.75</u> |
|                  | \$265,679.28        |

\*\*\* Agenda rearranged to accommodate guests (Item VI. addressed first) \*\*\*

**VI. Bid Openings – 2016 Patrol Trucks – Single Axle & Tandem Axle**

Chair Schroeder opened the sealed bids for one single & one tandem axle truck cab & chassis and read the base bid and optional bids aloud. After Department Supervisors review and analyze all bids, the Commissioner will award bids within the next few weeks. Base bid results for single axle and tandem axle trucks respectively are as follows:

| <u>Vendor</u>                     | <u>Truck Make &amp; Model</u> | <u>Base Bid</u> |
|-----------------------------------|-------------------------------|-----------------|
| DeBauche Truck & Diesel Inc.      | International - 7500 SFA 4x2  | \$89,842        |
| La Crosse Truck Center            | Mack - GU 432 4x2             | \$94,376        |
| Allstate Peterbilt Group          | Peterbilt – 348 4x2           | \$99,222        |
| River States Truck & Trailer Inc. | Freightliner – 114SD 4x2      | \$90,190        |
| V&H Trucks Inc                    | Western Star – 4700SF         | \$98,994        |
| Wisconsin Kenworth                | Kenworth – T470               | \$97,249        |
| <br>                              |                               |                 |
| <u>Vendor</u>                     | <u>Truck Make &amp; Model</u> | <u>Base Bid</u> |
| DeBauche Truck & Diesel Inc.      | International - 7600 SFA 6x4  | \$116,894       |
| La Crosse Truck Center            | Mack - GU 713 6x4             | \$112,466       |
| Allstate Peterbilt Group          | Peterbilt – 367 6x4           | \$131,807       |
| River States Truck & Trailer Inc. | Freightliner – 114SD 6x4      | \$109,510       |
| V&H Trucks Inc                    | Western Star – 4700SF         | \$112,547       |
| Wisconsin Kenworth                | Kenworth – T800 6x4           | \$124,326       |

## December 18, 2015 meeting of the Monroe County Highway Committee

V. **Commissioner's Report (copy attached)**• **Projects:**

- County crews: performed miscellaneous drainage cleaning/ditching, continued helping with custodial duties at the County Courthouse, performed shoulder maintenance & patching, finished mowing, and mixed sand for winter maintenance.
- State crews: repaired guardrail & fencing, performed sign repair & shoulder maintenance, installed liners in some failing cross-culverts, performed drainage ditching, patched interstate asphalt, installed snow fence, and brined highways prior to winter weather.
- State & county crews: cut trees & brush and suited up trucks for & performed some winter maintenance.

\*\*US Silica of Sparta recently gave us some very nice river type (coarse) sand for free and it looks like they may have all we need for future winters as it is a waste product. All we have to do is load the sand at their Sparta plant and haul it to our dogpound mixing site

\*\*A Public Informational Meeting (PIM) for the CTH A hill reconstruction will be held on Monday January 11<sup>th</sup> at the Tomah Town Hall. The meeting will start at 6:30 pm which is one hour before the monthly town board meeting.

• **Equipment & Facilities:**

\*\*Bids for a new grader will be opened at the January meeting.

\*\*We were able to acquire two large trailer mounted liquid (water, fuel, etc.) pumps from the Federal Surplus Property program. These pumps were repurposed in pairs with a large shipping container full of hoses, valves, etc. for only \$1,100. We will use the pumps to dry out excavations when replacing culverts/bridges and for flood relief.

• **Budget:**

- October monthly budget analysis is attached. Even with significantly reduced budgets for our 3 main accounts, we are slightly under combined historic average expenditures for these accounts.
- Even though we have been reducing our year end cash balance and our tax levy over the last few years, cash balance is close to historic averages.

\*\*Our annual CTH mileage certification & odd year WISLR pavement ratings were sent in to the WDOT this week.

• **Personnel:**

- Had a successful Safety Day on the alternate day of Tuesday December 8<sup>th</sup>.
- One of our newest Public Works Laborers who worked mainly at County Maintenance resigned at the end of October. An advertisement is currently out for a replacement with strong building maintenance skills.

\*\* = added to report during meeting

VII. **2016 WDOT Routine Maintenance Agreement**

The 2016 RMA was discussed. 2016 estimated county costs are down \$17,300 from this year's RMA but are up \$247,400 (over 12%) from 2012's RMA. All RMA work is reimbursed at actual costs whether we are under or over our budgeted RMA costs. Even though the 2016 RMA is down from this year we have been getting a significant amount of additional work from the WDOT with Performance based Maintenance (PbM) projects (over \$100K each of the last two years). **Motion by Wade Blackdeer, seconded by Gail Chapman to approve the 2016 WDOT Routine Maintenance Agreement at a total estimated county cost of \$2,260,300. All ayes, motion carried.**

VIII. **Future Agenda Items**

First review of 2016 ATV route requests.

Motion to adjourn at 10:26 a.m. by Dave Pierce, seconded by Nodji VanWychen. All ayes, motion carried.

## ***County Highway Commissioner's Report for: January 15, 2016***

### **Projects:**

- County crews: mixed sand for winter maintenance and hauled raw sand from US Silica in Sparta.
- State crews: repaired guardrail, performed sign repair, cleaned debris out from underneath bridges on STH 131, installed snow fence, and brined highways prior to winter weather.
- State & county crews: performed miscellaneous drainage cleaning/ditching before the colder weather, cleaned up bank slides from the large amount of rain in the middle of December, cut trees & brush, patched asphalt, and performed significant winter maintenance especially during the Christmas holidays.
- We received some exceptional low quotes for purchase and hauling of base course up to CTH EW for this summer's reconditioning project. Gerke Construction submitted the lowest quote and started hauling last week. They anticipate finishing the hauling before spring road bans go up. Potter Cranberry is graciously allowing us to stockpile the base course on their property along CTH EW which is located almost in the middle of the project.
- The CTH A hill reconstruction Public Informational Meeting was held Monday night right before the Tomah Town Board meeting.

### **Equipment & Facilities:**

- Patrol truck accessory bids are scheduled to be opened at the February meeting.
- Our new 2015 tri-axle patrol truck should be delivered this week.

### **Budget:**

- We should finish 2015 with more than enough cash balance to cover the carryover revenues that were planned into the 2016 budget (\$500,000 surplus funds applied revenue for the CTH Supplemental improvement account & \$250,000 revenue for the 2015 quad axle patrol truck that didn't meet specifications and will be built in 2016).

### **Personnel:**

- Interviews to replace a Public Works Laborer to work mainly at County Maintenance were held yesterday. Applications for new hires are up over the previous few years as there were 29 applicants with the top 7 interviewed.