



Administration Building

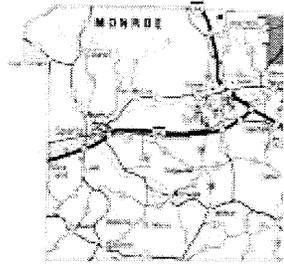
MONROE COUNTY HIGHWAY DEPARTMENT

JACK DITTMAR, P.E., Highway Commissioner

803 Washington Street, Sparta, WI 54656

Phone: (608) 269-8740 Fax: (608) 269-8831

e-mail: jack.dittmar@co.monroe.wi.us



NOTICE OF MEETING

COMMITTEE: Highway
TIME: 9:00 A.M.
PLACE: Highway Administration Building
803 Washington Street, Sparta, WI
DATE: Friday, February 19, 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 – Municipality bids to purchase Motorgrader #102
7. Proposed ATV/UTV Routes (cont.) – Road Runners ATV/UTV Club of Monroe County
8. Bid Opening – 2016 Patrol Truck Accessories
9. Future Agenda Items
10. 11:00 am to 1:00 pm Highway Tour: Southeast corner of County

Date Notice Posted: February 15, 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.*

January 15, 2016 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 (Items V. & VIII. only), Office Manager – Becky Pitel, [for Items I. thru IV., VI. & VII. only: Road Runners ATV/UTV Club of Monroe County President – Judy Ziebell, Joint County ATV Council President - Roger Bean, Bear Bluff ATV Club President - Gary Everts & Road Runners Club Member – Georgeanne Murray], Brooks Tractor Account Manager – Rollie Aspenson (Items I. thru VI. only), and all remaining for Item VIII. only: Jewell Associates Engineers, Inc. Project Engineers - Ellery Schaffer and Fred Gruber, Town of Wellington Chairman - Gerry Miller, Town of Wellington Clerk - Dan Buchholz, and Town of Wellington landowners (near or adjacent to Poe Creek bridge) - Teresa Brown, Dustin Pasch, Neil Friske & Pete Degenhardt.

- I. Period of Public Comment – None at this time.
- II. Motion to approve the minutes of the December 18, 2015 meeting made by Nodji VanWychen, seconded by Gail Chapman. All ayes, motion carried.

III. Payroll presented as follows:

Check Date: 12/24/2015

- Field Personnel \$64,079.60
- Administration \$12,061.95
- Total \$76,141.55

Check Date: 1/7/2016

- Field Personnel \$68,431.20
- Administration \$12,797.35
- Total \$81,228.55

IV. Vouchers presented as follows:

- Early Pay \$375,761.29
- Credit Cards \$ 5,149.27
- Month Vouchers \$ 80,244.75
- \$461,155.31

*** Agenda rearranged to accommodate guests (Items VI. & VII. addressed first) ***

VI. **Bid Opening – 2016 Motor Grader**

Chair Schroeder opened the sealed bids for a new motor grader 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 bids and trade in prices for unit #102 are as follows:

<u>Vendor</u>	<u>Grader Make & Model</u>	<u>Base Bid</u>	<u>Trade In Price Unit #102</u>
Brooks Tractor	John Deere 772GP (spec)	\$291,000	\$25,000
Brooks Tractor	John Deere 672GP(alternate)	\$259,500	\$25,000
Fabco	Caterpillar 12M3	\$270,400	\$23,000

Both vendors agree to hold the trade in price for at least the next month and the Committee agreed to accept bids at their February meeting from any county municipality for the purchase of Unit #102. Along with other correspondence to all county municipalities last fall, the Commissioner included a letter explaining that our 2016 proposed budget included the purchase of a new motor grader and if the budget was approved we would be trading in Unit #102. As we did just over 2 years ago, all county municipalities will be given the opportunity to bid on the trade in unit for at least the trade in price and if no bids are received the unit will be traded in.

VII. **Proposed ATV/UTV Routes – Road Runners ATV/UTV Club of Monroe County**

Highway Commissioner Jack Dittmar presented the Committee and all attendees with a county highway map with all CTHs color coded based on the following: 2016 proposed ATV/UTV routes, existing

January 15, 2016 meeting of the Monroe County Highway Committee

ATV/UTV routes, and all other CTHs (those that don't have or aren't proposed for ATV/UTV routes). Dittmar inquired to the Road Runners of Monroe County as to how they are using CTHs as connectors and minimizing routes with the shortest distances possible. As of right now, the proposal includes 12 towns and approximately 60 road miles, approximately 30 additional connector routes. Dittmar questions how these routes are truly connectors and minimize mileage when the requests are for all CTHs within a few townships mainly to provide access for all residents. Bear Bluff ATV Club President Gary Evert expressed that a majority of the routes requested have been requested by the local Town Chairmen. Nodji VanWychen inquired to the club members if they were at these town meetings when they were approved. VanWychen is a little concerned with their first request for the Town of Grant, as she knows the Town was opposed to this route in the past. It was stated that the Town of Glendale, Village of Kendall and the Town of Byron are in favor of the routes within their municipalities. Chairman Jim Schroeder inquired if there was a motion to move this to the full county board as he feels the Committee has already approved almost all proposed routes from last year so he doesn't see how they can deny any of these proposals. Dittmar reaffirmed that according to the Committee's ATV/UTV route establishment policy today is only the first step and if the Committee tentatively approves of all the requests they should be sent to the affected municipalities for their input as well as the County Sheriff & Public Safety Committee input before moving forward. Jack also stated that today's highway tour is on the agenda so the Committee can review the proposed routes to see if they meet the seven criteria listed in their policy. The Committee discussed field reviewing proposed routes after receiving the required input. The Committee agreed to have the Commissioner forward the list of requests to the appropriate parties and have their input due by their February meeting for further discussion. Dittmar inquired to the Committee if they wanted to readdress their approval policy at the February meeting as well as he feels they aren't following it. Nodji VanWychen feels that the Committee should try there policy for at least another year before looking at changes. All Committee members agreed.

V. Commissioner's Report (copy attached)

• **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.

**Chair Schroeder brought up road care and complaints received about the condition of highways on December 24, 2015.

• **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 **next week.

**Dittmar stated that Mack trucks were selected for the 2016 single & tri-axle patrol trucks.

**Heating boilers and beds for the new Justice Center are being stored in our new cold storage building.

• **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).

January 15, 2016 meeting of the Monroe County Highway Committee

- **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.

**** = added to report during meeting**

VIII. 10:00 a.m. – Public Informational Meeting – CTH Z Bridge Replacement over Poe Creek

At 10:00 am the Committee attended the CTH Z bridge replacement PIM which was held out in the Department conference room. Jewell Associates Consulting Engineer Ellery Schaffer introduced himself and his associate Fred Gruber. Schaffer handed out a packet overviewing the project. The existing bridge is a 24' wide 40' long single span structure. The proposed structure is a 30' wide slightly longer single span bridge with a spur dike that will force more water thru the structure, not requiring as much water to go over the highway as with the existing bridge. A high flow channel will be cut through the last creek meander to allow flood water to flow directly into the proposed bridge instead of having to go completely around the meander. The proposed new bridge is estimated to reduce flooding over the highway to approximately every 63 years. Adjacent landowner Pete Degenhardt stated that it has overflowed his driveway 4 times in the last 4 years. Mr. Schaeffer stated that the proposed bridge will raise the 100 year flood water elevation 1.4 feet. This will necessitate acquisition of a flooding easement to about 700 feet upstream from the bridge on landowner Mr. O'Gara's property. The proposed total highway project length is 550 feet including a spur dike, which impacts about 0.53 acres of wetlands. Mr. Degenhardt stated that Mr. O'Gara is concerned about having to drive over the spur dike with his tractor. Present average daily traffic count is approximately 250 vehicles. The proposed roadway is two 12' driving lanes with 4' shoulders, three feet of which will be paved. Currently CTH Z will be closed during construction, which will take around 2 ½ months of calendar time and is scheduled for 2017. Nearby landowner Dustin Pasch inquired if they were raising the bridge a foot or just the road. Mr. Gruber clarified that the bridge clearance will also raise about a foot. Pete Degenhardt stated that if it is raised a foot, the structure will take a lot more water. Neil Friske feels that angling the bridge abutments will make a difference also. Teresa Brown asked Mr. Schaeffer to clarify what happens as flood water backs up. Ms. Brown is concerned with the 100 year flood plain as she feels that when the creek banks were changed to improve trout habitat, it also changed the way the creek floods. She is a little concerned that this presented plan may cause water problems to her property. She also inquired if there was a new culvert being installed under Mr. Degenhardt's driveway. It was clarified that the culvert under Mr. Degenhardt's driveway is in the highway ditch line and will not be changed. Ms. Brown's main concern is that she does not want water coming into her front yard, especially since water has already come across CTH Z into her property. Nodji VanWychen inquired about the traffic plan during construction. Neil Friske has concerns with the amount of traffic that is presently coming down Minnesota Road to CTH Z. Highway Commissioner Jack Dittmar stated that the Department will put up "Bridge Out" signs at STH 131 and Minnesota Road for advance warning. The bridge contractor will only install signing right at the bridge completely closing the highway. Jim Schroeder inquired if there was enough elevation to not cause the water to back up on the south side of the highway. Mr. Degenhardt clarified that there are two culverts below the bridge that will help with his concern. Neil Friske stated that Millet Road is lower and hopes that the water will not have a new path. Mr. Degenhardt inquired if it was possible to install a culvert prior to Ms. Brown's property. The Jewell engineers stated that they would look into this possibility. Highway Commissioner Jack Dittmar will be acquiring the new highway right-of way which as presented would be 0.70 acres from Gerald O'Gara and 0.04 acres from Teresa Brown. Dustin Pasch stated that he has property on both sides of the bridge and his farm is on the east. He is wondering how he is going to get his crops in that summer. Jack Dittmar stated that the project can be scheduled to have minimal effect on row crops and it is normally cheaper for the county to purchase one or two hay cuttings rather than put in a temporary bypass at a cost of at least \$25,000.

IX. Future Agenda Items

Second review of 2016 ATV route requests.

X. 11:00 a.m. to 1:00 p.m. Highway Tour: Southeast corner of county

Postponed to next month's meeting.

Motion to adjourn at 11:19 a.m. by Nodji VanWychen, seconded by Dave Pierce. All ayes, motion carried.

County Highway Commissioner's Report for: February 19, 2016

Projects:

- County crews: completed year-end inventory, finished hauling raw sand from US Silica in Sparta and patched pavement.
- State crews: repaired guardrail & fencing, performed sign repair, and brined highways prior to winter weather.
- State & county crews: cut trees & brush, completed National Incident Management System training & testing, and performed significant winter maintenance including winging back drifts with graders.
- Jack attended the Towns Association Monroe County unit meeting last night in Tomah and will be one of the transportation infrastructure challenges & future solutions breakout session panel members at next week's County Economic Development Conference.
- While delivering sand mix one of our dump trucks damaged the new Town of Greenfield salt & sand storage building.
- The CTH ET bridge over I-94 just east of the City of Tomah suffered serious structural damage from a collision with a Modern Disposal roll off truck on Friday morning February 5th. The bridge was closed shortly after and will remain closed to traffic until repairs can be completed. The WDOT owns this bridge and is responsible for the repairs which are currently estimated to be completed by October.

Equipment & Facilities:

- Fabick was awarded the bid for a Cat motorgrader being the lowest bid meeting specifications.

Budget: Nothing to report.

Personnel:

- A new Public Works Laborer to work mainly at County Maintenance started this Monday.
- The last day for a Public Works Laborer with less than one year of employment is today. The Personnel Director is working on hiring one of the applicants who was evaluated & interviewed last June.