



Administration Building

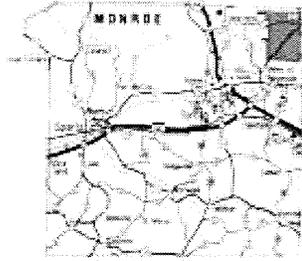
## MONROE COUNTY HIGHWAY DEPARTMENT

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, April 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. Review Vouchers & Credit Card Charges
5. Commissioner's Report (copy attached)  
Projects, Equipment, Facilities, Budget, & Personnel
6. 9:15 a.m. Bid Opening – 2016 Sealcoat
7. 9:20 a.m. Bid Opening – 2016 Asphaltic Pavement
8. 9:30 a.m. Bid Opening – 2016 Truck Mounted Attenuator
9. County Board Resolution – Amending Chapter 38 Article VI. of the Monroe County Code: All-Terrain and Utility Terrain Vehicles – Designated Routes
10. New Right-of-Way Minimum Payment
11. Future Agenda Items

**Date Notice Posted: April 11, 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.

## March 18, 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, Wade Blackdeer and Nodji VanWychen.

Members absent: David Pierce and Gail Chapman

Others present: Highway Commissioner – Jack Dittmar, County Administrator – Catherine Schmit, Office Manager – Becky Pitel, Monroe County Resident – Junior Vieth, Highway Foreman – Mike Flock and Highway Mechanic – Jerry Chaffee (Items I. *thru* II. & X. *only*), and all remaining for Items I. *thru* IV., X. & XI. *only*: Road Runner Vice President & Highway Employee – Mike Pierce, Joint County ATV Council President - Roger Bean, Bear Bluff ATV Club President - Gary Everts, Monroe County Residents – Casey Pierce and Justin Dettinger.

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

**X. Notice of Budgetary Adjustment-City of La Crosse old paver for \$18,500 (copy attached)**

Commissioner Jack Dittmar stated that we purchased our present Blaw Knox paver in 1992 when it was 9 years old for \$71k. We presently have an opportunity to purchase a newer used Blaw Knox paver that used to belong to the City of LaCrosse for \$18,500. Dittmar stated that Highway Foreman Mike Flock and Mechanic Jerry Chaffee have looked at this paver and he would like them to tell the Committee their thoughts on this unit. Mike & Jerry stated that this paver has been well maintained, the screed is like new, it is a good machine, and that our present paver is getting worn out. Chairman Jim Schroeder asked Mr. Flock if he thought the highway crew has enough work to justify this purchase. Mike Flock cited an example in which the county saved approximately \$8k by doing the work ourselves on just a small culvert paving project. Commissioner Dittmar presented the Committee with a Notice of Budgetary Adjustment in the amount of \$18,500 and stated that it is in our best interests to have a paver for smaller projects when the big paving companies can't get to our project or would charge an exorbitant cost just to mobilize in. Chairman Jim Schroeder recommends that the Committee forward this adjustment to the county board. **Motion made by Nodji VanWychen to approve the budget adjustment in the amount of \$18,500 for the City of La Crosse old paver and forward it to the full county board, seconded by Wade Blackdeer. All ayes, motion carried.**

I. Period of Public Comment – None at this time.

II. Motion to approve the minutes of the February 19, 2016 regular meeting made by Wade Blackdeer, seconded by Nodji VanWychen. All ayes, motion carried.

III. Payroll presented as follows:

Check Date: 3/3/2016

• Field Personnel	\$75,154.06
• Administration	<u>\$12,486.32</u>
• Total	\$87,640.38

Check Date: 3/17/2016

• Field Personnel	\$69,778.20
• Administration	<u>\$12,546.39</u>
• Total	\$82,324.59

IV. Vouchers presented as follows:

• Early Pay	\$375,552.69
• Credit Cards	\$ 5,319.79
• Month Vouchers	<u>\$ 139,518.65</u>
	\$520,391.13

March 18, 2016 meeting of the Monroe County Highway Committee

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

**VI. Proposed ATV/UTV Routes (continued) – Road Runners ATV/UTV Club of Monroe County – Application Revisions Based on County Sheriff Concerns**

Chairman Jim Schroeder explained that at this point we are looking towards a resolution with the corrections to the ATV/UTV routes to be forwarded to the full county board. Schroeder stated that he still has some concerns with the route application for CTH E. He has received a letter from the Town of Grant stating that they are not in favor of a route from USH 12 to Charcoal Road, but they won't oppose a route from USH 12 to Cheyenne Road, which is approximately ½ mile. Chairman Schroeder does not feel that the Committee should go against the Town of Grant's wishes. He explained that the county does not open county routes first and he will not support anything other than the ½ mile. Schroeder also stated that he does not recommend the Committee support anything beyond the ½ mile either. County resident Justin Dettinger stated that he was really hoping the route would go as far as Charcoal Road. Schroeder reminded them that Sheriff Perkins and Sheriff Quirinn did not support this route last year either. Nodji VanWychen feels they should consider what the townships want first. Justin Dettinger stated that the town sent out a survey to its residents with 89 residents being in favor and 68 residents against. Chairman Schroeder stated that it needs to be understood by the Town of Grant residents that the county does not open county highways unless the township has connecting town roads opened first. Mike Pierce stated that the township seems to feel that this is the county's jurisdiction. Commissioner Jack Dittmar stated that the ATV Club would need to submit a new application for the CTH E route to Cheyenne Road. Joint County ATV Council President Roger Bean inquired if they could just revise & initial the original request to keep things moving. The Committee seemed to feel that this would be okay. Commissioner Dittmar then addressed the route on STH 173 crossing the railroad in Valley Junction. Dittmar stated that he spoke with WDOT State R/W Permits Engineer Bob Fasik about this route and other STH routes that have been approved by the WDOT. Bob Fasik's recollection of the other routes and conversations with the Joint County ATV Council is that they were talking about crossing a box culvert which was classified as a bridge therefore the regulating state statute requires a local Town & County ordinance. Bob Fasick stated that if the proposed route doesn't cross a bridge, then the local Town & County ordinance isn't required, but a R/W permit is required from him at the WDOT. Therefore the STH 173 railroad crossing route will need to be taken up with the WDOT. Roger Bean clarified that this route has to have a county and town ordinance and wants to be sure that we are now stating that this route only needs a permit from the WDOT. Highway Commissioner Jack Dittmar explained that statutorily the WDOT has to give a permit for a bridge under 1,000 feet in length but all other situations are at the discretion of the WDOT. It is the WDOT's policy that the county highway department do all the ATV route signing. Wade Blackdeer inquired about backing up to discuss the CTH E route. Mr. Blackdeer stated that Highway Committee member Dave Pierce had contacted him and stated that the Town of Grant Chairman Troy Lambert was not opposed to this route. Some question arose as the letter from the Town of Grant does not have a physical signature on it, just typed signatures with town board minutes that are likely only draft at this time. **Motion made by Wade Blackdeer to move forward the routes that have been okayed at this time, which includes the route from USH 12 to Cheyenne Road on CTH E, seconded by Nodji VanWychen. All ayes, motion carried.**

**Motion made by Nodji VanWychen to reopen public comments, seconded by Jim Schroeder. All ayes, motion carried.**

**I. Period of Public Comment**

Monroe County resident Junior Vieth that there have been 2 slides of rock on CTH Q, one on March 13<sup>th</sup> and the second one on March 16<sup>th</sup>. Vieth stated that the rock slide on the 16<sup>th</sup> closed the road. He is hoping that no one travels the road coming through there at the wrong time. Vieth expressed that he has been trying to do his best to have the rock face tapered on the one side. He also mentioned that the one side has no sunshine to it and there is water coming out of the rocks making it easier for the face to give. Presently there is 3 to 6 feet of rock hanging over that is going to undermine, which concerns Mr. Vieth. Mr. Vieth stated that he has also put a stop to the material that is being cleaned up being dumped in his existing quarry. He will reconsider the material being disposed of in this area when the county is willing to taper the rock face. He understands that it takes money. Chairman Jim Schroeder explained to Mr. Vieth that this is not an agenda item so the Committee cannot react at this time. Schroeder suggested that this may be put back on a future agenda after the new Highway Committee takes office.

**March 18, 2016 meeting of the Monroe County Highway Committee**

**V. Commissioner's Report (copy attached)**

• **Projects:**

- County crews: resumed cutting trees on the CTH EW reconditioning project and posted spring weight restrictions.
- State crews: repaired guardrail & fencing, performed sign repair, brined highways prior to winter weather, started & finished cutting trees on this summer's WDOT STH 71 safety reconstruction project west of STH 27, and sealed bridge decks.
- State & county crews: cut miscellaneous trees & brush, performed winter maintenance, & patched numerous potholes.
- Jack spoke as a panel member during the transportation infrastructure challenges & future solutions breakout session at the County Economic Development Conference.
- The state Office of Commissioner of Railroads recently made two determinations to have the Union Pacific Railroad install automatic flashing lights with gates at the CTH N crossing north of Valley Junction and at the Excelsior Avenue crossing near the Holiday Lodge Golf course on the south side of the Village of Wyeville. Both installations are to be completed by December 31, 2017.
- The WDOT opened the CTH B pavement replacement project bids last week. Mathy Construction was the only bidder and their bid of \$1,021,672 was a few percent under the engineers estimate. This project running from the Sparta Middle school to about 2.8 miles north should be started after school ends in June.
- Spring weight restrictions were posted Monday February 29<sup>th</sup>.

• **Equipment & Facilities:**

- Monroe Truck Equipment was awarded the accessories bid for both new patrol trucks as they submitted the lowest bids and both met specifications.
- Our last 2016 patrol truck cab & chassis was just delivered.

• **Budget:** Nothing to report.

• **Personnel:**

- A new Public Works Laborer starts next Monday.
- For the second consecutive month, the last day for a Public Works Laborer with less than one year of employment is today. We have exhausted our eligibility list of the applicants who were evaluated & interviewed last June. A new Public Works Laborer advertisement is out until April 8<sup>th</sup>.
- Due to employee requests, ten hour days have already been extended for another 4 weeks (the entire month of September) but with the hours of 6:30 am to 4:30 pm.

\*\*Another employee has submitted his resignation with a last day of April 21<sup>st</sup>.

\*\*Our Work Comp Safety Representative Brian Margan will be presenting construction & trenching safety training to all employees at the end of April.

\*\*Our Patrol Superintendent, Road Supervisor, & Foreman attended an all-day FHWA work zone safety training in Wisconsin Dells a few weeks ago and felt it was very beneficial. Therefore we are working on having the same FHWA trainer hold the same training for all of our employees as well as Juneau County Highway's employees.

\*\* = added to report during meeting

**VII. County Board Resolution – Resolution Approving Wilton Water Main Easement (copy of resolution & draft agreement attached)**

Commissioner Dittmar presented the Committee with a resolution approving a Village of Wilton Water Main Easement. Dittmar stated that he has a revised agreement requiring the Village to repair the shop parking lot back to its original state with 3 ½" of asphalt and 15" of base. Dittmar also stated that County Corporation Counsel has reviewed the easement & agreement and approved them. The easement is only for installation & maintenance of the Village's new water main. When the Village looked into the easement they discovered that the old LaRue Street was never formally abandoned through the Wilton shop property and there is also a small sliver of land within our shop property where the Village is listed as the owner. In exchange for the water main easement, the Village is going to quit claim all rights to the old LaRue Street and any other property the Village may have interest within; to the county. Jack has a letter from the Village President committing to these future quit claims. **Motion made by Wade Blackdeer to approve the Village of Wilton water main easement, agreement, & resolution and send them on to the full County Board, seconded by Nodji VanWychen. All ayes, motion carried.**

**VIII. Nominal Payment Parcel Report – WDOT Project I.D. 5119-00-02, CTH M Bridge Replacement**  
**IX. Nominal Payment Parcel Report – WDOT Project I.D. 5126-00-01, CTH N Bridge Replacement**

Chairman Jim Schroeder addressed agenda items VIII. and IX. together. Commissioner Dittmar presented the Committee with a separate nominal payment parcel reports for each bridge project. These reports calculate payments for new R/W purchases when appraisals aren't performed. Actual property sales from the WI Dept. Of Revenue Real Estate Transfer Return website are used to gather comparable sales. The average of all sales presented equal \$5,010/acre but they are for smaller acreage sales. So \$5,000/acre is recommended as a compensation unit price. For the CTH BC bridge replacement only 18 months ago, the Committee approved \$4,000/acre for new R/W. There are three landowners in the Town of Clifton and 2 landowners in the Town of Wilton that we need to purchase new R/W from for these two respective bridge projects. By state statute, all landowners have the right to request an appraisal that the County would have to pay for and they can also get their own appraisal and send the County the bill. Landowners have to waive their legal right to these appraisals if they agree to the compensation in these nominal payment parcel reports. For these reasons, Jack recommends the Committee approve these reports even if they feel the unit compensation is a little high. **Motion made by Nodji VanWychen to approve both Nominal Payment Parcel Reports with unit compensation of \$5,000/acre and a total compensation to the 5 landowners of \$5,935, seconded by Wade Blackdeer. All ayes, motion carried.** One of the CTH N landowner payments is for a minimum \$300 payment. The Committee approved \$300 as a minimum new R/W payment on 01/08/04 and Jack would like the Committee to consider increasing this to \$500 at the next meeting.

**XI. County Board Resolution – Designation the Week of April 11-15, 2016 as Work Zone Safety Awareness Week in Monroe County**

Commissioner Dittmar presented the Committee with a proposed resolution to designate the week of April 11-15, 2016 as "Work Zone Awareness Week" in Monroe County. He feels that this is a very positive endorsement as it will be in the newspapers with National & State recognition making the public more aware of work zones and hopefully increasing safety. **Motion made by Wade Blackdeer to approve the resolution designating the week of April 11-15, 2016 as Work Zone Awareness Week in Monroe County and send the resolution to the full County Board, seconded by Nodji VanWychen. All ayes, motion carried.**

**XII. County Board Resolution – Amending Chapter 38 Article III Division 1 of the Monroe County General Code of Ordinances – Temporary Speed Limits**

Commissioner Dittmar explained to the Committee that per Wisconsin State Statute 349.11(10) the County can lower regulatory speed limits within work zones on any highway in the County, even state and interstate highways when performing maintenance for the WDOT. This resolution permits us to reduce the speed limit by at least 10 mph and as low as 45 mph in an interstate work zone. Dittmar feels this is one more way to protect our employees, especially since we have already had an injury in a work zone on the interstate. This amendment to our County General Code would also give the County Sheriff's Department the authority to issue citations for violations. **Motion made by Nodji VanWychen to approve the resolution to amend Chapter 38, Article III, Division 1 of the Monroe County General Code of Ordinances and send the resolution to the full County Board, seconded by Wade Blackdeer. All ayes, motion carried.**

**XIII. Future Agenda Items**

None at this time.

Motion to adjourn at 10:15 a.m. by Nodji VanWychen, seconded by Wade Blackdeer. All ayes, motion carried.

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

**Projects:**

- County crews: finished cutting trees on the CTH EW reconditioning project, cleaned out the CTH Q hill including removing the loose overhanging rocks, performed shoulder maintenance, and removed spring weight restrictions.
- State crews: repaired guardrail & fencing, performed sign repair, brined highways prior to winter weather.
- State & county crews: cut miscellaneous trees & brush, performed winter maintenance, performed miscellaneous drainage, swept pavement, patched numerous potholes, and assisted moving into the new Justice Center.
- Spring weight restrictions were removed Friday April 1<sup>st</sup>.

**Equipment & Facilities:** Nothing to report.

**Budget:** Nothing to report.

**Personnel:**

- Public Works Laborer advertisements were out until Friday April 8<sup>th</sup>.
- Ten hour days started last week.