MONROE COUNTY HIGHWAY DEPARTMENT

JACK DITTMAR, P.E., Highway Commissioner

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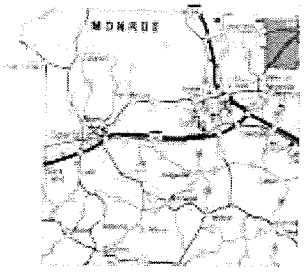

NOTICE OF MEETING

COMMITTEE: Highway

TIME: 9:00 A.M.

PLACE: Highway Administration Building
803 Washington Street, Sparta, WI

DATE: Friday, February 21, 2014

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 & Personnel
6. 2014 Patrol Truck Accessories Bids (three trucks)
7. Alternative Hwy Improvement Funding continued (tax levy, bonding, wheel tax)
8. Year Round CTH Weight Limit Posting
9. Future Agenda Items

Date Notice Posted: February 17, 2014

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 27, 2014 meeting of the Monroe County Highway Committee

Meeting called to order at 9:02 a.m., by Chairman Jim Schroeder.

Members present: James Rice, Gene Treu, Dale Greeno, and James Schroeder.
Members absent: Daniel Olson
Others present: Highway Commissioner – Jack Dittmar, County Administrator – Cathy Schmit, Highway Shop Superintendent – William Pieper, Highway Supervisor – Dennis Dickman, Highway Patrol Superintendent – Jon Pauley, Highway Partsperson – Kurt Schendel, County Personnel Director – Ken Kittleson (Items *VIII. & IX. only*), [for Items I. thru *VII. only*: LaCrosse Truck Center Sales Consultant – Del Schreck; Allstate Peterbilt Sales Representatives – Shane Nottestad & Jack Semingson; River States Truck & Trailer Inc. Sales Consultant – Stan Hauser; Brooks Tractor Accounts Manager – Rollie Aspenson; and Fabco Equipment Sales Representative – John Erjavec], [for Item *VIII.* only: SEH Project Manager – Daniel Gustafson; Sparta Town Supervisor – Robert Treu; Centurylink Engineer – Bret Clark; CTH BC Landowners – Richard Huber & Roger Huber & Wendell Rice & John Layton]

I. Period of Public Comment – Partsperson Kurt Schendel introduced himself and wanted to make a statement for the department employees that were hired in late 2012 and early 2013. Kurt feels these employees were misled on their pay structure. He stated that these employees were hired with the understanding that they would receive a raise after their 6 month probationary period. During these employee's 6 month probation, the countywide wage increase went through and they received the 2.5% increase like everyone else. Then when their 6 month probation was successfully completed they still only received the raise that they were promised from their starting wage. Kurt feels they should've received their promised raise plus the 2.5% countywide pay increase after their 6 month probation was completed. Jack mentioned that the raise promised in their offer letter was almost a dollar an hour. Administrator Schmit explained that the wage increase was only budgeted for employees that had been employed with the county for the past 12 months.

II. Motion by Dale Greeno to approve the minutes of the regular December 13, 2013 meeting with a correction to the first sentence in item *VII.* - 2014 Machinery Purchases which should read "Motion made by Dale Greeno to bring this item to the table to discuss, seconded by **Gene Treu**." seconded by Gene Treu. All ayes, motion carried.

III. Payroll presented as follows.

Check Date: 12/26/2013

- Field Personnel $75,897.17
- Administration $12,207.01
- Total $88,104.18

Check Date: 01/09/2014

- Field Personnel $82,827.12
- Administration $12,133.78
- Total $94,960.90

Check Date: 01/23/2014

- Field Personnel $68,331.47
- Administration $11,955.65
- Total $80,287.12

VI. **Motion made by James Rice, seconded by Dale Greeno, to approve the early paid vouchers in the amount of $405.22, the credit cards bills in the amount of $5,408.16, December vouchers payable in the amount of $346,719.56, 2013 Information Systems Expense in the amount of $10,722.64, Bridge Refunds in the amount of $9,037.00 payable 2014 and the January vouchers payable in the amount of $96,486.35. All ayes, motion carried.**

V. ***Commissioner's Report***-agenda rearranged to accommodate guests, to be discussed at the end.

VI. ***2014 Patrol Truck Bids (three trucks)***

Motion by James Rice to bring this item to the table to discuss, seconded by Gene Treu. Bill Pieper presented the Committee with a tabulation sheet for 2014 Tandem Axle Patrol Truck bids that were publicly opened on January 21, 2014 (see next page). The Committee asked Bill for his recommendation. Bill recommends trying the Mack mainly because he feels it is time for the department to try something different. Bill stated that in recent storms we had 5 trucks down, mainly due to electrical issues. This is almost 20% of our fleet and our newer Freightliner trucks don't seem to be any better than the older ones. Patrol Superintendent Jon Pauley suggested that whatever bid the Committee chooses, he would like to see that dealership make our trucks a priority for repair needs.

MONROE COUNTY HIGHWAY DEPARTMENT BID TABULATION
2014 Tandem Axle Patrol Trucks
Bids Opened - Tuesday, Jan 21, 2014 at 4:00 PM

Vendor	DeBauche Truck & Diesel, Inc.	Fabco Inc.	La Crosse Truck Center, Inc.	Peterbilt Group	River States Truck and Trailer, Inc.
Truck Make & Model	2015 International, 7600 SFA 6x4	2015 Caterpillar CT681SG SFA	2015 Mack, GU713 6x4	2015 Peterbilt, 367 6x4	2015 Freightliner, 114SD 6x4
Base Bid	**$106,542**	**$121,900**	**$111,893**	**$120,266**	**$102,675**
Engine Make & Model (HP)	International MaxxForce 13, 410 hp, 1450 lb-ft Torque	Caterpillar CT 13L, 390 hp, 1450 lb-ft Torque	Mack MP713, 395hp, 1560 lb-ft Torque	ISX 12L, 385hp, 1450 lb-ft Torque	Detroit DD1.8L, 380 hp, 1450 lb-ft Torque
Total Wheelbase (in), Turning Diameter to Curb (ft)	274 inch wheel base, Turning diameter to curb - 92.8 ft	254 inch wheel base, Turning diameter to curb - 88.8 ft	258 inch wheel base, Turning diameter to curb - No info provided	267 inch wheel base, Turning diameter to curb - No info provided	252 inch wheel base, Turning diameter to curb - 97.6 ft
Warranty	Basic - 1 year/Unlimited mi; Drive train 3 year/Unlimited mi; Engine - 2 years/Unlimited mi.	Basic -1 year/Unlimited mi; Drive train 3 year/100,000 mi; Engine - 2 years/Unlimited mi.	Basic - 1 year/100,000 mi; Drive train 3 years/300,000 mi; Engine - 2 year/250,000 mi.	Basic - 1 year, 100,000 mi; Drive train 2 year/100,000 mi; Engine - 2 years/Unlimited mi.	Basic - 1 year, 100,000 mi; Drive train 2 year/100,000 mi
Items NOT meeting specifications	Spec, wing window; Bid, Look down mirror	Spec,2700CCA/Bid, 2130CCA, No butterfly hoof opening,	Butterfly hood openings; Under hood engine air intake door	Long stroke brake chambers, Walking beam suspension	Long stroke brake chambers
Items Overspec'd	410HP Engine	390 Hp Engine	395 Hp Engine	410 Hp Engine	
OPTIONS:	**OPTIONS:**	**OPTIONS:**	**OPTIONS:**	**OPTIONS:**	**OPTIONS:**
(#1) Allison 4000 RDSR Transmission (with Transmission retarder	Add $10,650	No BID	Allison 4500 RDS Included in base bid instead of Eaton Ultra shift with engine brake	No BID	$5,953 Without Transmission Retarder
(#2) Minimum 5 year, 100,000 mile, zero deductible, extended engine warranty on ALL base and optional bid engines	5 year 100,000 Mile Warranty -0- Deductible, Add **$2,000**	No BID	5 year/125,000 Mile Warranty -0- Deductible, Add **$1,400.00**	5 year/125,000 Mile Warranty -0- Deductible, Add **$1,400.00**	5 year/100,000 Mile Warranty -0- Deductible, Add **$2,275**
(#3) In cab battery box	Not Available	Not Available	Not Available	Not Available	Not Available
Notes	Haulmax suspension	Hendrickson walking beam	Mack Camelback suspension	Hendrickson walking beam	Tuftrac suspension
Delivery	60 to 180 days	112 days	90- days	90-120 days	90 days
Notes	Built in Mexico	Built in Mexico	Built in USA	Built in Mexico	Built in Mexico or USA

La Crosse Truck Center Sales Representative Del Schreck stated that the Mack trucks are wrapping their wiring to help avoid electrical issues. River States Sales Representative Stan Hauser wanted to express his concern for the county's need for timely services. He also explained that sometimes appointment times don't actually mean that the truck will be physically coming in for repair at that time, as their service department may still be working on finishing up a previous repair. He wishes that this concern would have been communicated to him sooner as he could have personally helped expedite the truck getting into the shop for repair. Hauser is aware of some electrical issues that have been found in larger harnesses being used with more open pins in which moisture was entering due to a defect in plug installations. However, Freightliner feels that they have this issue rectified. Fabco Equipment Sales Representative John Erjavec just wanted to let the Committee know that Caterpillar is new to the truck industry, but they can offer excellent service even though they are not 24 hours at this time. All State Peterbilt Shane Nottestad stated that their bid will definitely fulfill our requirements for power and torque. He also stated that their Service Manager bends over backwards to try and expedite repairs. Nottestad is a firm believer in extended warranties as they usually end up paying for themselves. Kurt Schendel inquired if All State Peterbilt had online parts ordering available yet. Nottestad stated that they would be able to provide an online parts ordering system to the county free of charge. **Motion made by Gene Treu to purchase a 2015 Mack tandem axle truck from La Crosse Truck Center for $111,893, seconded by Dale Greeno. All ayes, motion carried.** Gene Treu would like it noted that with the Allison transmission option price added, the price spread amongst equipment is actually only around $3,000. Del Schreck suggested to the Committee that they should at least consider the after treatment warranty. **Gene Treu amended his motion to include $1,400 for the optional extended warranty, seconded by Dale Greeno. All ayes, motion carried.**

Motion made by Gene Treu to discuss bids for Single Axle Patrol Trucks, seconded by James Rice. Jack Dittmar clarified to the Committee that this truck is for a County section and would cost approximately $170K with accessories. Jack would like the Committee to consider whether or not they would like to purchase a tri-axle truck instead, which would cost around $210K with accessories. The advantage would be the larger truck would cut down on trips for reloading material and cut down on overloading. Jon Pauley stated that the tri-axle would be more efficient year round. Dennis Dickman stated that the tri-axle truck is definitely better in an ice storm and has more power to get around. We presently have a tri-axle truck that is down and it is taking our operator an extra 45 minutes to get over his section with the smaller backup single axle truck. Jack Dittmar suggested reviewing the Single Axle Truck bids, provided below and that he feels the Committee may want to consider purchasing another tandem truck and converting it to a tri-axle.

MONROE COUNTY HIGHWAY DEPARTMENT BID TABULATION
2014 Single Axle Patrol Trucks
Bids Opened - Tuesday, Jan 21, 2014 at 4:00 PM

Vendor	DeBauche Truck & Diesel, Inc.	La Crosse Truck Center	Peterbilt Group	River States Truck and Trailer, Inc.
Truck Make & Model	2015 International, 7400 SFA 4x2	2015 Mack, GU 432 4x2	2015 Peterbilt, 348 4x2	2015 Freightliner, 114SD 4x2
Base Bid	**$86,802**	***$88,364***	**$90,243**	***$89,715***
Engine Make & Model (HP)	International MaxxForce 10L, 310 hp, 1050 lb-ft Torque	Cummins ISL9, 345 hp, 1150 lb-ft Torque	Paccar PX-9, 8.9 L, 330 hp, 1000 lb-ft Torque	Cummins ISL9, 345 hp, 1150 lb-ft Torque
Total Wheelbase (in), Turning Diameter to Curb (ft)	171 inch wheel base, Turning diameter to curb - 56.8 ft	174 inch wheel base, Turning diameter to curb - 64 ft	166 inch wheel base, Turning diameter to curb - 50.8 ft	180 inch wheel base, Turning diameter to curb - 66.9 ft
Warranty	Basic - 1 year / unlimited mi; Drive train 3 year / Unlimited mi; Engine - 3 years / 300,000 miles	Basic - 1 year, Unlimited miles; Drive train 2 year/100,000 mi; Engine - 2 years/250,000	Basic - 1 year / 100,000 mi; Drive train 3 years / 300,000 mi; Engine - 2 year / 100,000 miles	Basic - 1 year, 100,000 miles; Drive train 2 year/100,000 mi; Engine - 2 years/100,000
Items NOT meeting specifications	Spec, wing window; Bid, Look down mirror	Spec:70gal. Fuel tank/ Bid:66 gal. Grease front spindles	Engine 50 lb-ft short of Torque; No Butterfly hood openings; No Under hood engine air intake door	
Items Overspec'd	310HP Engine; A/C	345 hp Engine; A/C	330 hp Engine; A/C	345 hp Engine; A/C
OPTIONS:	**OPTIONS:**	**OPTIONS:**	**OPTIONS:**	**OPTIONS:**
(#1) Allison 3000 RDSR Transmission (with Transmission retarder	Add $3,559.76	Included in base bid	Not Available	Not available
(#2) Minimum 5 year, 100,000 mile, zero deductible, extended engine warranty on ALL base and optional bid engines	5 year 100,000 Mile Warranty -0- Deductible, Add **$4,200**	5 year/100,000 Mile Warranty -0- Deductible, Add **$3,300**	5 year/100,000 Mile Warranty -0- Deductible, Add **$2,150**	5 year/100,000 Mile Warranty -0- Deductible, Add **$3,000**
(#3) In cab battery box	Not Available	Not available	$550.00	Not available
Delivery	60 to 180 days	90 days	90 to 120 days	90 days
Notes	Built in Mexico	Built in USA	Built in Canada	Built in Mexico or USA

James Schroder feels that there will be less wear and tear on the roads by going with a bigger truck. Gene Treu inquired if the department would be trading a single axle truck. Jack Dittmar stated that the department would not be looking at trading, but selling our oldest truck as they have little trade-in value. **Motion made by James Rice to purchase another 2015 Mack tandem axle truck from La Crosse Truck Center identical to the one just purchased (for $111,893 + $1,400 extended warranty option) and convert it to a tri-axle truck, seconded by Gene Treu. All ayes, motion carried.**

Motion made by Gene Treu to discuss bids for a Single Axle Low Profile Truck, seconded by Dale Greeno. Bill Pieper presented the Committee with a tabulation sheet for 2014 Single Axle Low Profile Truck bids that were publicly opened on January 21, 2014 (see next page). Jack Dittmar stated that this truck would not be used as a plow truck, but as a section truck. This truck will not require a CDL to drive and it will be accessorized with a dump box. This truck will cost approximately $15K to accessorize. Shop Superintendent Bill Pieper recommended purchasing the Freightliner from River States Truck & Trailer. Gene Treu inquired why Pieper feels this way. Bill Pieper expressed that the low bid Ford F750 truck would have to be warrantied in Marshfield, the second low bid Peterbilt does not meet our specs as

it doesn't have air brakes, and the International is more money. Jack mentioned that this low profile truck will be replacing a ¾ ton pickup. **Motion made by Gene Treu to purchase a 2015 Freightliner Low Profile Truck from River States Truck & Trailer for $60,415, seconded by Dale Greeno. Thee ayes, one nay (Rice), motion carried.**

MONROE COUNTY HIGHWAY DEPARTMENT BID TABULATION				
2014 Single Axle Low Profile Truck				
Bids Opened - Tuesday, Jan 21,2014				
Vendor	All State Peterbilt	All State Peterbilt	De Bauch Truck & Diesel	River States Truck & Trailer
Truck Make & Model	2015 Ford F-750 XL	2013 Peterbilt 337	2015 International 4300M7 SBA	2015 Freightliner M2-106
Base Bid	*$58,513*	*$59,000*	*$61,368*	*$60,415*
GVWR (lbs)	25,999	26,000	25,500	26,000
Engine Make & Model (HP)	Cummins (6.7L) ISB, 240 hp.	Paccar PX-6; 280 hp.	MaxxForce 7, 240 hp.	Cummins ISB 6.7L, 220 hp.
Total Wheelbase (in)	182	238	187	178
Cab to Axle Wheelbase (in)	108	168	120	112
Items not meeting Spec	Spec, AD9 aid drier; Bid, AD/IP	Spec, 255/70R22.5; Bid, 11R22.5; Spec, Air brakes; Bid, Hydraulic brakes	Spec, 10,000 lbs steer axel; Bid, 8,000 lbs steer axel	
Transmission	Allison 2500 RDS-P, 6 speed	Allison 2500 RDS-P, 5 speed	Allison 2500 RDS-P, 5 speed	Allison 2500 RDS-P, 5 speed
Warranty	Basic - 2 year\Unlimited miles, Major Components - 2 years\Unlimited mi	Basic - 1 year\100,000 miles, Major Components - 3 years\300,000 mi	Basic - 2 years\Unlimited mileage, Major Components - 2 years\Unlimited mi.	Basic - 2 years\Unlimited mileage, Major Components - 2 years\Unlimited mi.
Delivery Date	90 to 120 days	On lot	60 to 180 days	90 days
Option(s)	Tilt & Telescopic steering wheel, No Bid; Extended Warranty (3 years/100,000 miles) add $950	Tilt & Telescopic steering wheel included with base bid, Extended Warranty (3 years/100,000 miles) add $1,550	Tilt steering wheel, add $125; Telescopic steering, N/A; Extended Warranty (4 years/100,000 miles) add $2000	Tilt & Telescopic steering wheel, No Bid; Extended Warranty (5 years/100,000 miles) add $1050
Notes		Move drive axel and switch tires/included in bid		

VII. 2014 Compact Track Loader Bids

Motion made by Gene Treu to discuss bids for Compact Track Loaders, seconded by Dale Greeno. Bill Pieper presented the Committee with a tabulation sheet for 2014 Compact Track Loader bids that were publicly opened on January 22, 2014 (see next page). Gene Treu inquired what value the first track loader has added to the county and why we need a second track loader. Highway Supervisor Dennis Dickman expressed that the state crew did not get much opportunity to use our first track loader that we purchased last summer because the county crews were using it so much. He also added that the track loader was beneficial in removing a stone that was so big the loader could not pick it up. However, they were able to use the track loader to break the stone and then load it out in smaller pieces. The Committee discussed whether or not the county should try a different brand of track loader to have a comparison. Dale Greeno is highly against the idea, as he feels that most fluids cannot be used universally amongst brands even though they say you can. **Motion made by Gene Treu to accept the bid from Fabco Equipment for a Caterpillar track loader for $61,510, seconded by James Schroeder. Two Ayes, two nays (Greeno & Rice), motion failed.** Brooks Tractor Account Manager Rollie Aspenson wanted to remind the Committee that the John Deere track loader we purchased from him last summer has not had any repair or maintenance issues. Fabco Equipment Sales Representative John Erjavec does not feel that the county should have any fluid issues or concerns switching attachments from one unit to the other. Jon Pauley would like the Committee to consider purchasing a rearview camera, even if we purchase another John Deere. **Motion made by Gene Treu to bring the bids and consideration of purchasing a compact track loader back at the regular scheduled March meeting, seconded by James Schroeder. Three ayes, one nay (Greeno), motion carried.**

MONROE COUNTY HIGHWAY DEPARTMENT 2014 Compact Track Loader Bids Publicly Opened - 4:00p.m. Wednesday, 22 Jan 2014			
VENDOR	Brooks Tractor Inc.	Fabco Equipment Inc.	St. Joseph Equipment
Make & Model	329E	289D	T750
Base Bid	$63,500	$61,510	$55,050
DELIVERY DATE	60 days	12 Weeks	6 months
Base Bid Warranty Difference from bid Spec. 5-yr./2,500 hr. full machine coverage, $500 deductible on non power train repairs (hauling expenses, travel time, and mileage not covered)	1 Year Full Coverage followed by 4 Year/ 3,000 Hour Secure Full Coverage Program included in Base bid	1 Year Full Coverage Unlimited Hour in Base Bid (Additional 4 Year/2,500 Hour Full Coverage Warranty to Comply with Spec.	1 Year Full Coverage Unlimited Hours (Additional 4 Year/5,000 Hour Power Train Warranty
Guaranteed Buy Back Price at 5-yr./2,500 hour with details	No Bid	30,000	No Bid
OPTIONAL BID ITEMS			
1.) Customer Support Agreement	$4,424/250 hour intervals	$5,022/250 hour intervals	estimated $5,000/250 hour intervals
2.) Rearview camera	No Bid	Included in Base Bid	No Bid
3.) Heavy Duty 84" Land Plane	$2,495 / J.D.	$2,415 / Virnig	1376 / Viring
4.) 84" Power Angle Broom	$5,225 / J.D.	$5825 / Virnig	$4,891.70 / Viring
5.) Hydraulic Breaker minimum weight 450 lbs & 2.5 " diameter tool	$6,000 / J.D. HH40	$9,400 / Cat H55S	$7,700/ Bobcat HB1180
6.) Maximum Width General Purpose Bucket with Bolt on Cutting Edge	$1050 / J.D.	Included in Base Bid	1,450
Items not meeting spec			
Total with Options # 1.) 4.), 6.)	**$74,199**	**$72,357**	**$66,391**
Notes			Kubota Sereis 330 engine

VIII. 10:30 a.m. – CTH BC Bridge Replacement over Big Creek, Town of Sparta – Highway Realignment Proposal

Gene Treu stated that he would like to see the project continue forward with the proposed plan with no bypass, redoing CTH BC to the proposed 40 mph curve and improving the intersection with Fairway Road. **Motion made by Gene Treu to change CTH BC to the proposed 40 mph curve as presented and construct the new bridge downstream of the existing bridge so the existing bridge can be used during construction of the new bridge, seconded by Dale Greeno.** Centurylink Engineer Bret Clark expressed that the proposed plan may cost a lot of money if their switch at the intersection of Falcon Road has to be relocated (upwards of $150K). Centurylink would like this to be considered when finalizing improvement plans. If this switch in on a private easement that expense would come to the county. James Rice stated that he could not support this plan up front and that our county has done other projects without changing corners. The Huber's would like to see the intersection by Fairway Road redone, as they feel that 90% of the traffic goes up Fairway Road. John Layton has no concerns with replacing the bridge, however he is concerned that with the proposal to improve CTH BC to a 40 mph curve as it is going to bring his land value down because it will slice up his property. At this time, he feels that most of the burden is on him and that is not fair. Jack Dittmar expressed that the bridge on the proposed CTH BC relocation will have banking due to being located within a curve but he isn't concerned about safety as bridges are built on curves all over and this curve would only be designed

for 40 mph, so excessive speed shouldn't be an issue. The proposed CTH BC relocation is estimated to require approximately 4 acres of farmland. Dittmar also expressed that there have been no reported accidents near Falcon Road, but 5 reported near the Fairway Road intersection. James Schroeder inquired if there would be a compromise to redo from the bridge past Fairway Road. Town of Sparta Supervisor Robert Treu does not feel that the county needs to use up that kind of land and that the Committee should look at just addressing the intersection by Fairway Road. Dale Greeno states that the engineering is already done and to just leave Fairway Road the way it is at this time. Roger Huber suggested trimming the lilac bush back and removing the weeping willow tree at the Falcon Road intersection and just addressing the bridge and Fairway Road intersection. SEH Project Manager Daniel Gustafson stated that the Feds may consider contributing extra money for the design cost, but not for the road construction. Gustafson feels that it would cost an additional $50K to redesign for the proposed CTH BC realignment and that it might cost an additional $40K to just do from the bridge through Fairway Road. **Motion made by James Rice to leave everything as is and see if the Feds want to participate.** James Schroeder expressed that the previous motion on the table would need to be turned down first before any other motion could be accepted. Robert Treu cannot understand how these design plans got this far before the land owners got involved. It was expressed that this was not an issue at last month's highway committee meeting. Gene Treu feels that the Township should have had a town hearing first. **James Schroder inquired for a vote on the original motion. Zero ayes, four nays, motion failed.** The proposed realignment of CTH BC is dropped. **Motion made by Dale Greeno to leave the plan as originally drawn up and do the CTH BC bridge only, seconded by James Rice. Three ayes, one nay (Treu), motion carried.** Jack expressed that any changes that may need to be done to CTH BC will have to wait 70+ years as the new bridge will lock the highway where it is until the bridge needs to be replaced again. The Committee then discussed putting in a culvert tube in the drainage ditch for the Hubers to use as a bypass while the bridge is under construction. Dale Greeno is opposed to installing the culvert, as he feels that it has not been done at other construction projects. Robert Treu feels that is would be unfair to expect the farmers to go on an 8 mile round trip with tractors to harvest their crops. **Motion made by Gene Treu to install a culvert and rock it as needed in the dry run drainage ditch pending a permit from the DNR, seconded by James Schroeder. Three ayes, one nay (Greeno), motion carried.**

XI. ***Draft Overtime Management Policy***

Administrator Cathy Schmit stated that a few months ago the Committee asked her to draft some policy language regarding department overtime and handed out the proposed language added to section 4.51 - Hours of Work in the county employee handbook which would read as follows "With County Administrator approval, Department Heads may adjust the regular work day and work week due to weather-related or other operational needs." The language presented would affect all county employees and have to be approved by the Personnel Committee to change the employee handbook. Personnel Director Ken Kittleson stated that he feels the highway employees have already given up enough over the last few years in having to contribute half of their retirement contributions and only days worked counting for time and one-half overtime pay calculations. Kittleson stated that he actually would not recommend this modification to the policy. Schmit feels that these decisions should be up to the Department Heads and to only do this recommendation if the county is under budget constraints. The Committee recognized Partsperson, Kurt Schendel for his comments on this matter. Schendel stated that his wife is also an employee of the county and works at Rolling Hills. She has had instances already where she has been called in to work on a weekend and then had her hours cut the following Wednesday because she already had her 40 hours worked. Gene Treu wanted to clarify that he is not trying to cut out overtime, just manage it. He would like to see 3 day weekends offered if employees already have their 40 hours in for the week. Gene does not feel there is a point keeping employees on the clock and not let them go home and get some sleep when they have been called in early. Jon Pauley stated that most employees would probably volunteer to go home if they would receive time and one-half overtime pay for all hours worked outside of normal scheduled hours. James Rice inquired to the county employees what their feelings were about compensatory time. Ken Kittleson explained that the county isn't interested in compensatory time for hourly employees. Kurt Schendel inquired why the county needs more language if we already have the language, Dale Greeno agrees. **Motion made by Dale Greeno to leave the policy language the same in section 4.51 - Hours of Work and to not change it, seconded by James Rice. Three ayes, one nay (Treu), motion carried.**

Agenda brought back to Item V. Commissioner's Report

- **Projects:**
  - All crews performed plenty of winter maintenance due to a very active December & January. Winter weather has kept most all employees on a work-sleep-work schedule for the majority of the past 6 weeks including the Christmas and New Year holidays
  - On the remaining few days between winter maintenance activities County crews: cut brush, mixed & hauled winter sand mix to the shops, and assisted with year-end inventory.
  - On the remaining few days between winter maintenance activities State crews: repaired guardrail, cut trees & brush and performed anti-icing.
  - ** The Town of Sparta Chairman called Jack and inquired if we would have any interest in performing their town road maintenance on a contract basis. Jack mentioned that we could easily do maintenance for them but not with our current staff which is bare bones for the winter maintenance that we now have to perform. So unless we can hire another employee or two, Jack wouldn't recommend this.

- **Equipment:**
  - With the severe cold weather and back-to-back storms, we were down to our last backup snowplow truck a few times over the last few weeks. Our aging patrol truck fleet is showing its age!

- **Facilities:**
  - Nothing to report.

- **Budget:**
  - Nothing to report.

- **Personnel:**
  - All employees attended training on the new county performance evaluation program.
  - One employee will be off work for at least 6 weeks undergoing a major joint replacement.
  - Our new state employee started work at the beginning of the month.
  - Our assistant mechanic was let go about two weeks ago. Our two remaining mechanics are working diligently to keep ahead of the numerous truck breakdowns resulting from all of the winter storms and severe cold.
  - Received 20+ applications for the mechanic position vacated last month. Interviews will be within the next two weeks and an assistant mechanic will hopefully be hired out of this group of mechanic interviewees.
  - Called in a few on-call snowplow operators to train with our full time employees. ** And we will try to get them in a few more times during snow events.

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

Motion to adjourn at 12:03 p.m. made by Gene Treu, seconded by James Rice. All ayes, motion carried.

County Highway Commissioner's Report for: February 21, 2014

Projects:

- All crews again performed plenty of winter maintenance due to a very active February. Drift control & pushing back slopes to provide room for more snow have been almost a daily occurrence with plow trucks, graders and loaders.
- On the remaining few days between winter maintenance activities County crews: cut down some trees at the new justice center site, put gravel in severe highway dips, and mixed & hauled winter sand mix to the shops.
- On the remaining few days between winter maintenance activities State crews: repaired guardrail and patched potholes.
- As first mentioned in my August report, we are continuing to have contract truckers haul free screened sand from Fairmount Minerals (formerly FTSI & Proppant Specialists) in the Town of Byron to the dogpound. Do to the severe winter, we needed more sand to mix and this free sand will save taxpayers tens of thousands of dollars each year. We normally produce about 20,000 ton per winter so free sand that normally costs $3-4/ton can easily save $50,000 per year. We will be paying to haul in as much free sand as Fairmount Minerals will give us. They have a 50,000+ ton pile of sand and have offered to give it to us because of our past excellent working relationship regarding them repairing CTH N after their trucks damaged our highway.

Equipment:

- We continue to try to keep our patrol trucks running despite the severely cold winter that is damaging our aging fleet!

Facilities:

- Nothing to report.

Budget:

- Nothing to report.

Personnel:

- All front line employees hired prior to February 2013 received their first new county annual performance evaluation from their immediate supervisor.
- Every spring employees put in requests for vacation approval over the upcoming year. Rules for department scheduled time off requests are being revised to include all scheduled time off for every day of the week so supervisors can form positive plans for emergency overtime if needed. Some of the revised rules have been followed over the years but not put in writing. These are now being formalized to be equitable to all employees and improve department management. Some previous written rules are also being relaxed in order to allow more scheduled employee time off during the non-winter months when the number of necessary emergency overtime personnel is considerably less.