

The Crawford County Highway Committee held their regular meeting on Thursday, April 15, 2021 at the Crawford County Highway Department conference room in Seneca, WI. The meeting was called to order by Tom Cornford at 9:03 a.m. Proof of Publication was verified by Tom Cornford.

Members present were: Tom Cornford, Derek Flansburgh, David Olson and Gerry Krachey. Carl Orr arrived at 9:39 a.m. Also present were Commissioner Kyle Kozelka, State Highway Superintendent Todd Myers, County Superintendent Dave Jones and Shop Superintendent Cory Folbrecht. Julie Check recorded the meeting minutes.

Gerry Krachey made a motion to approve the regular meeting minutes for Thursday, March 18, 2021, seconded by Derek Flansburgh. Motion carried by a voice vote.

Derek Flansburgh made a motion to authorize Invoice Vouchers: # 174-180, 183-208 & 211-243; and Payroll Vouchers: # 181, 182, 209 & 210; seconded by Gerry Krachey. Motion carried by a roll call vote.

**Recognition of Guests/Presentations:**

- Jason Schaums – Brooks Tractor

**Fund Balances, Transfer of Funds, Invoice Adjustments – Past due Accounts:**

- **Fund Balances** – April 3, 2021 fund balances were reviewed.

**State Trunk Highways:**

- **STH Update** - State Superintendent Todd Myers said the state crew is busy with inlet work on STH 60/61. Then they will move on to bridge washing. The Discretionary Maintenance Agreement is up to \$20,000.00 for bridge washing
- **STH Issues & Projects** - State Superintendent Todd Myers said WisDOT has moved the 179 bridge replacement project up to 2022. Commissioner Kyle Kozelka explained that the Mondell Hill detention basins will be reconstructed. A soil specialist will be out to evaluate the soil this week or next. Then a decision will be made how to proceed with this project.

**County Trunk Highways:**

- **CTH K Pedestrian Crossing(s)** - Commissioner Kyle Kozelka received a proposal from Barron Dillman for the crosswalk by the Winneshiek. Still researching additional costs for flashing lights and exact placement. Also need to verify location for crosswalk and lights by the Crooked Oar.
- **CTH Updates** - County Superintendent Dave Jones said the county forces are busy working on the Mill Coulee Rd project and on CTH B installing 13 culverts, ditching, crack sealing and sweeping intersections. Then they will be blading for the townships, tube work for the Town of Clayton and Town of Freeman, plus sweeping for Town of Bridgeport and Village of Ferryville.

**Highway Buildings, Facilities and Equipment:**

- **Lean-To Structure:** This structure should be completed this week or next according to Superintendent Dave Jones.

**County Parks, Public Boat Landing, and Communication Towers & Equipment:**

- **American Rescue Plan Act – Potential funding for radio/tower upgrades:** Discussed the possibility of broadband and upgrading the towers and radio system. Mark Schlorholtz, IT specialist is working on getting broadband fiber optic to the Highway Department buildings.

**Resolutions, Ordinances or Policies:**

- **Post Accident Drug Testing Policy/Guidelines:** This was discussed in depth. The committee agreed that it should be added to the highway department's Work and Safety rules and regulations. Commissioner Kyle Kozelka also discussed the policy being reflective of the federal guidelines.
- **Work Zone Safety Awareness Resolution:** Commissioner Kyle Kozelka let the committee know that the resolution pertains to the National Work Zone Awareness week which is scheduled for April 26 – 30. This year's theme is "Drive Safe. Work Safe. Save Lives". Gerry Krachey made a motion to approve the Work Zone Safety Awareness resolution and reading of the title only, seconded by Carl Orr. Motion carried by a voice vote.

**Personnel and Personnel Issues:**

- **Section Postings –** Commissioner Kyle Kozelka updated the committee on the internal posting for Gary Mara's route due to Gary's anticipated retirement of May 14, 2021.
- **Dylan Mallat – 1 year employee evaluation:** Commissioner Kyle Kozelka and both Superintendents Todd Myers and Dave Jones all commented on what a great job Dylan is doing and said he is a great asset to the highway department. He can fix or fabricate whatever they throw his way. Carl Orr made a motion to remove Dylan Mallat's probationary status, and approve a 1 year scale change and pay raise effective April 30, 2021, pending satisfactory employee evaluation, seconded by Derek Flansburgh. Motion carried by a roll call vote.
- **Employee Recognition Program –** Recognition for Robert Olson for ten years of service effective March 1, 2021 and for Dylan Mallat one year of service effective April 30, 2021. Tom Cornford, Chairman and Cheri Leachman, HR Specialist presented Robert Olson with a certificate for his 10 years of service, \$10 in Chamber Bucks and showed him the plaque with his name on it that will be on display at the Administration Building. Chairman, Tom Cornford and Cheri Leachman, HR Specialist presented Dylan Mallat with 1 year of service certificate including 4 hours of Length of Service Award (4 hours of time off).

**Bids, Proposals, Sales or Misc.:**

- **Attenuator Bids:** Commissioner Kozelka informed the committee of Sauk County attenuator RFP results.
- **Tracked Excavator Quotes:** Every committee member received a summary sheet of all equipment quotes. Jason Schaums, Sales Representative from Brooks Tractor was present to discuss their quote and product. Discussed the options of the Helac and hydraulic bucket, hammer etc. After much discussion, Carl Orr made a motion to contact all bidders to demo their product and ask all bidders to rebid with hydraulic bucket and bring recommendations back to May meeting, seconded by Gerry Krachey. Motion carried by a voice vote.

**Bids, Proposals, Sales or Misc.: (continued)**

The mechanics should be included in looking over the machines and test driving also.

- **Service Truck Pricing:** Commissioner Kozelka explained that Shop Superintendent Cory Folbrecht is working with Universal to get the exact specs drawn up. There are two companies that deal with service trucks. \$165,000.00 is still the estimated cost.

**Sales, Road Supplies, Junk, etc:**

- The crew is cleaning up the misc. stock piled junk in back lot. They will be hauling it to the junk yard this week or next.

The next regular meeting will be Thursday, May 20, 2021 at 9.00 a.m. at the Crawford County Highway Department in Seneca. At 10:34 a.m., with no further business, Derek Flansburgh made a motion to adjourn, seconded by Gerry Krachey. Motion carried by a voice vote.

David Olson

Tom Longford

Albert Krachey

Carl Orr 5-20-21

Derek Flansburgh  
Committee

Gerry Krachey  
Commissioner