

The Crawford County Highway Committee held their regular meeting on Thursday, January 20, 2022 at the Crawford County Highway Department conference room in Seneca, WI. The meeting was called to order by Tom Cornford at 9:30 a.m. Proof of Publication was verified by Tom Cornford.

Members present were: Tom Cornford, Derek Flansburgh, David Olson, and Gerry Krachey. Carl Orr was excused. Also present were Commissioner Kyle Kozelka. State Highway Superintendent Todd Myers, County Highway Superintendent Dave Jones and employee Terry Hird. Julie Check recorded the meeting minutes.

Dave Olson made a motion to approve the regular meeting minutes for Thursday, December 16, 2021, seconded by Derek Flansburgh. Motion carried by a voice vote.

Gerry Krachey made a motion to authorize payment of 2021 Invoice Vouchers: # 922-938, VP941-VP995 & VP997-VP1008 and 2022 Invoice Vouchers: #1-9 & #12-16; and 2021 Payroll Vouchers: #920, 921, 939, 940, VP 995 & VP996 and 2022 Payroll Vouchers: #10 & 11, seconded by David Olson. Motion carried by a roll call vote.

Personnel & Personnel Issues: At this time, the committee recognized the following employee for his Length of Service Award:

Ten years: Terry Hird (as of December 12, 2021)

The commissioner, superintendents and committee thanked him for his service to the residents of Crawford County.

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

- **Transfer of Funds** – David Olson made a motion to forgive the mutual aid invoice for \$162.09 and transfer funds from CTH, seconded by Derek Flansburgh. Motion carried by a roll call vote.

State Trunk Highways:

- **Discretionary Maintenance Agreement (DMA)** – Still waiting on a possible contract for 2022 for riprapping bridges.
- **STH Update** – State crews have been doing winter maintenance, etc.
- **STH Issues and Projects:**
CAMP Training - Culvert Asset Management Program is a 5-6+ hour training course which was held at our facility for three employees to become culvert inspectors. These inspectors will be able to inspect and rate culverts. Eric Glindinning from WisDOT will continue to provide our county with updates and future training. Patrolmen from Grant County, that were trained in prior year(s) to be inspectors, will also help our new inspectors learn the process. Terry Hird, David Harvat and Justin Oswald are the three patrolman selected to be inspectors.

County Trunk Highways:

- **CTH Update** – County Highway Superintendent Dave Jones reported the county forces have been brushing and performing winter maintenance. They will start crack sealing on CTH E from Lynxville to Steuben and also on CTH N, Wauzeka Ridge.

Local Projects & Bridges:

- **CTH S Bridge Replacement** – This project may be bumped to 2024 but Commissioner Kozelka is hoping to hear soon if it will remain on the list of 2023 funded projects.
- **Town of Clayton, Norwegian Hollow Rd., Branch Johnson Valley Creek Bridge #P-12-0940, Project ID: 5325-00-03/73 and Town of Wauzeka, Gran Grae Bridge #P-12-0124, Project DI: 5339-00-02/72** – Commissioner Kozelka informed the committee that both of these projects were bid out in December of 2021. The low bids were rejected. The bids did not meet DBE requirements. Discussion with bidders and WisDOT is still ongoing.

Highway Buildings, Facilities and Equipment:

- **Traffic Counter Purchase** – No update.
- **Tar Kettle Update** – A salesperson from Aring brought a Etyre tar kettle to be viewed. Everyone that looked at the tar kettle was impressed with the unit. Tar kettle replacement will be considered if the department continues to have issues with current unit. Approximate cost \$70,000 - \$80,000.

Personnel & Personnel Issues:

- **Employee Evaluation** – David Harvat, 6 months, effective January 19, 2022 – Commissioner Kozelka and both Highway Superintendents discussed what an excellent employee David is. He always keeps busy and is very positive. Commissioner Kozelka recommended moving David to full pay (to a Class 2 wage). Gerry Krachey agreed with Commissioner Kozelkas' recommendation. Gerry Krachey made a motion to approve changing David Harvat to a Class 2 wage, effective January 19, 2022, seconded by Derek Flansburgh. Motion carried by a roll call vote.
- **Performance Based Pay & Wages** – Commissioner Kozelka and the committee discussed current wages, reasons for a wage study and performance based pay for the Highway Department personnel only. This would give employees incentive to continue to do better. Also discussed what other area businesses and counties are doing for wages and raises. Gerry Krachey made a motion to have Commissioner Kozelka talk to Iowa County and other county Commissioners and come up with a model for the Highway Department personnel only, including detailed wage study and performance based pay information, and bring it back to the committee, seconded by Derek Flansburgh. Motion carried by a voice vote.
- **Updated Work Rules – Job Posting/Opening, Response Time** – Commissioner Kozelka gave the committee a copy of the updated work rules to include: twenty minute response time for all state and county sections. David Olson made a motion to approve updating the work rules to include: twenty minute response time for all state and county sections, seconded by Gerry Krachey. Motion carried by a voice vote.

Bids, Proposals, Sales or Misc.:

- **Fuel Contracting** – Commissioner Kozelka discussed getting fuel bids from New Horizons and Three Rivers and bring to the February meeting.
- **Material & Oil Bids – 2022 Proposal Requests** - Commissioner Kozelka would like to wait until February to see what projects we will have for the year and then update the 2022 Proposal Requests. Then possibly run ad end of February for bid opening at March meeting.

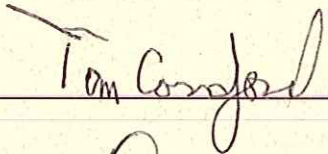
Variance Request:

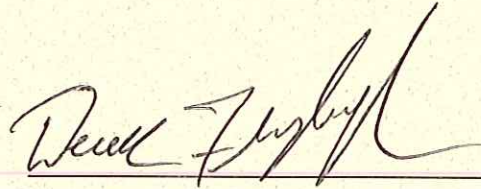
- **Steve Wagner – STH 179** – State Highway Superintendent Todd Myers explained to the committee the specifics of the variance. Gerry Krachey made a motion to approve a variance for an addition to a current shed, 60' from centerline, 33' from Right of Way. Note on variance: The county is not liable for any damage from snow or ice removal or maintenance of the right of way, seconded by David Olson. Motion carried by a voice vote.

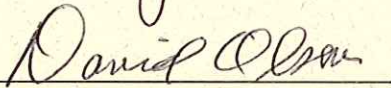
Sales, Road Supplies, Junk, etc.:

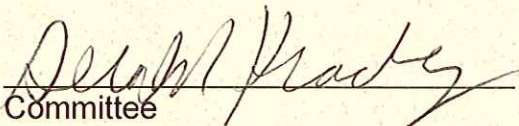
- **Sales** – State Highway Superintendent Todd Myers is getting ready to submit pictures and information for the Tahoe, a pickup and miscellaneous items to the Wisconsin Surplus Auction website.

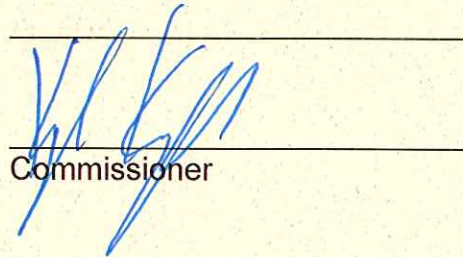
The next regular meeting will be Thursday, February 17, 2022 at 9.30 a.m. at the Crawford County Highway Department in Seneca. At 10:10 a.m., with no further business, Gerry Krachey made a motion to adjourn, seconded by Derek Flansburgh. Motion carried by a voice vote.








Committee


Commissioner