

The Crawford County Highway Committee held their regular meeting on Monday, July 23, 2018 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 and Gerry Krachey. David Olson and Henry Esser were excused. Also present were Commissioner Dennis Pelock, State Superintendent Todd Myers and County Superintendent Dave Jones. Julie Check was present to take meeting minutes.

Derek Flansburgh made a motion to approve the regular meeting minutes for Thursday, June 21 and special meeting minutes for Tuesday, July 10, 2018, seconded by Gerry Krachey. Motion carried by a voice vote.

Gerry Krachey made a motion to authorize payment of Invoice Vouchers: Vo#426-440 & 443-513; and Payroll Vouchers: Vo#424, 425, 441 & 442, seconded by Derek Flansburgh. Motion carried by a roll call vote.

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

- Fund balances were reviewed thru 6/30/18.
- Derek Flansburgh made a motion to transfer funds from CTH to pay invoice for tire cleanup in the amount of \$435.62, seconded by Gerry Krachey. Motion carried by a roll call vote.

State Trunk Highways:

- **PBM Contracts** – The State will put a public notice on the radio and/or in the paper that the STH 27 sealcoat project from Eastman to Seneca will start Monday, August 6th.
- **ATV/UTV** – Commissioner Pelock explained to the committee what was discussed at the ATV/UTV meeting he went to in Madison. The state will issue the route orders. The MOA (Memorandum of Agreement) means someone from the governmental body needs to sign this agreement. The signing on all state and county roads will need to be done by the county and the club will need to reimburse the county. Speed Limit 35 mph or less on routes needs to be part of the ordinance.

County Trunk Highways:

- **CTH E – Right of Way Posts**– Several of the right of way posts have been removed.
- **FEMA 4288 & 4343** – The Commissioner explained both of these FEMA programs are finally close to being closed out.

Town/Village/City Projects & Issues:

- **Beiderman Hill Road, Gran Grae Creek Bridge #B-12-0185** – Gerry Krachey made a motion to approve the final payment to Steve Steiner Construction in the amount of \$40,302.20 for the Beiderman Hill Road, Gran Grae Creek Bridge #B-12-0185, seconded by Derek Flansburgh. Motion carried by a roll call vote.

Local Projects & Bridges:

- **Local Bridge Program** – Commissioner Pelock explained to the committee that he just received an updated Final Project List from Todd Wescott, Local Bridge Statewide Program Manager with WisDOT, on the 2018 – 2022 Local Bridge Program showing all the bridges were approved and the amount of funding approved. The department will develop a list of qualified design engineering firms for future selection for these projects.
- **CTH C, Conway Valley Creek Bridge #B-12-0193, Project ID: 5001-00-01/71** – Brennan Construction was the low bidder on this project.
- **CTH C, Johnson Creek Bridge #B-12-0181, Project ID: 5001-00-70** – This project is done except for installing the guardrail that is needed for this bridge. The contractor has not received the special guardrail yet.
- **CTH N, FLAP Project ID: 5496-00-04 – Famechon Hill** – Gerry Krachey made a motion to authorize Tom Cornford to approve any changes of purchase prices of the nominal parcels report, seconded by Derek Flansburgh. Motion carried unanimously by a roll call vote.

Closed Session: At 9:35 a.m. Derek Flansburgh made a motion for the committee to move into closed session pursuant to Section: 19.85(1)(e) to deliberate on and approve offering prices on CTH N, FLAP Project ID: 5496-00-04, seconded by Derek Flansburgh. Motion carried unanimously by a roll call vote.

Open Session: At 9:43 a.m. Gerry Krachey made a motion for the committee to move into open session pursuant to Section 19.85(2), seconded by Derek Flansburgh. Motion carried by a voice vote.

Motions in Closed Session will be made public at a later date in future committee meeting minutes.

- **CTH U, Plum Run Creek Bridge #B-12-0194, Project ID: 5527-00-00** – Concrete Structures was the low bidder on this project. County forces have completed the approaches and installed the new culvert.

Highway Buildings, Facilities and Equipment:

- **Hail Damage** – The hail damage on the buildings was discussed.
- **Service Truck – Cell Phone** – Gerry Krachey made a motion to switch the highway departments phone plan as of today and add another line and a get a phone to put in the service truck, seconded by Derek Flansburgh. Motion carried by a roll call vote.
- **Trucks – 171 & 172** – Shop Superintendent Cory Folbrecht discussed the problems with the 2009 International trucks #171 & #172: the computer work can't be fixed, the DPS & DOCs will become a major issue. Cory recommended that these trucks need to be replaced. Gerry Krachey told Cory to get estimates for three tri-axle trucks to finance for the August meeting.

Resolutions, Ordinances and Policies:

- **Credit Card Invoice** - Gerry Krachey made a motion to authorize Office Manager Deanna Smith to pay the credit card invoice, without a receipt, for \$55.00 to BP of Madison for fuel Commissioner Pelock purchased while in Madison for a meeting, seconded by Derek Flansburgh. Motion carried by a roll call vote.

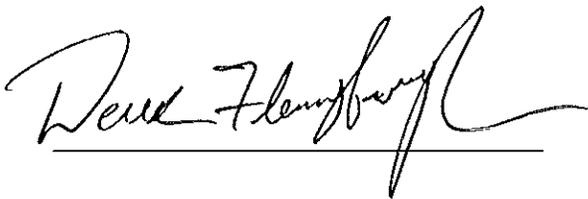
Personnel and Personnel Issues:

- **Job Postings Policy & Procedure** - Discussed what the policy is on posting a job and procedure for hiring. The procedure has always been to hire and/or transfer a patrolman that lives within fifteen to twenty minutes of a county or state section. The reasoning for this is for public safety. The committee would like a written policy drafted. The policy also needs to include: if two equally qualified employees apply within, then seniority can be used as a determining factor. Commissioner Pelock was directed to contact Corporate Counsel Mark Peterson to draft the department policy.

Misc. Business:

- State Superintendent Todd Myers explained he is still working on getting all the information and pictures downloaded for the misc. equipment to put on the Wisconsin Surplus Auction website.

The date for the next regular meeting was tabled. At 10:24 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