

The Crawford County Highway Committee held their regular meeting on Thursday, June 21, 2018 at the Crawford County Highway Department Conference Room in Seneca, WI.

The meeting was called to order by Tom Cornford at 9:00 p.m. Proof of Publication was verified by Tom Cornford.

Members present were: Tom Cornford, Henry Esser, Derek Flansburgh, David Olson and Gerry Krachey. Also present were Commissioner Dennis Pelock and County Superintendent Dave Jones. Julie Check was present to take meeting minutes.

Gerry Krachey made a motion to approve the regular meeting minutes for Wednesday, May 23, 2018, seconded by Henry Esser. Motion carried by a voice vote.

David Olson made a motion to authorize payment of Invoice Vouchers: Vo#338-359 & 362-423; and Payroll Vouchers: Vo#336, 337, 360 & 361, seconded by Gerry Krachey. Motion carried by a roll call vote.

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

- Fund balances were reviewed thru 6/2/18.

State Trunk Highways:

- **ATV/UTV** – The committee discussed the issues on STH 27 & CTH E where the State (WisDOT) authorized the location of the ATV/UTV trails. This area needed to be marked with ROW markers for the ATV/UTV route. See more discussion under Resolutions, ordinances and policies.
- **PBM Contracts** – Discussed the PBM project on STH 27 that will be starting in July.
- **STH Issues** – Commissioner Pelock discussed the issues on STH 18 with water on the Cooley property.

County Trunk Highways:

- **O'Connell Fence** – Discussed the fence issue on CTH D from the CHIP Project. After much discussion between Ed O'Connell and the committee, the committee decided to have Ed buy the materials and the county forces would put it up. Gerry Krachey made a motion that Ed provide the materials and the county forces will put up the fence, seconded by David Olson. Motion carried by a roll call vote.
- **Guard Rail Projects** – Commissioner Pelock discussed with the committee the one quote he had received was approximately \$21.00/lin. ft. and EAT's ends were \$3,000 each end, but he was still waiting for several other quotes. Henry Esser made a motion to authorize Commissioner Dennis Pelock, once all proposals are received, to choose the proposal that is the most advantageous to Crawford County, seconded by David Olson.
- **FEMA 4288** – The committee was updated that the administration costs have not been received yet.
- **FEMA 4343** – The Commissioner explained he signed the last papers and submitted on Wednesday, June 20, 2018.

Town/Village/City Projects & Issues:

- **Beiderman Hill Road, Gran Grae Creek Bridge #B-12-0185** – This bridge project is complete, except for bridge markers and a stop sign that still need to be installed.

Local Projects & Bridges:

- **Local Bridge Program** – Commissioner Pelock explained to the committee that he had received an updated notice from Todd Wescott with WisDOT on the 2017 – 2022 Local Bridge Program that all the bridges he had submitted were approved. Commissioner Pelock discussed some of the new state guidelines: the different funding amounts and the width of approaches over 50 ft. Along with other issues with the bridge program.
- **CTH C, Johnson Creek Bridge#B-12-0181, Project ID: 5001-00-70** – This project is done except for putting in the special guardrail that is needed for this bridge. This bridge project should be completed in one to six weeks.
- **CTH N, FLAP Project ID: 5496-00-04 – Famechon Hill** – The committee discussed the suggestions for the six parcels that may need appraisals given to Commissioner Pelock by Aari Roberts from AJ Appraisals and Real Estate, LLC. Any parcel valued at \$10,000 or more will need to be appraised. Henry Esser made a motion to approve the bill from AJ Appraisals & Real Estate, LLC for the CTH N, Project Data Book for \$3,000.00, seconded by Derek Flansburgh. Motion carried by a roll call vote.
Right of Way Acquisition Proposal(s) -

Closed Session: At 10:15 a.m. Gerry Krachey made a motion for the committee to move into closed session pursuant to Section: 19.85(1)(e) to deliberate on the proposals for Right of Way Acquisitions on CTH N, FLAP Project ID: 5496-00-04, seconded by Derek Flansburgh. Motion carried unanimously by a roll call vote. Fred Gruber of Jewell Associates Engineers, Inc. gave a presentation on his qualifications and the firm's qualifications. At 10:34 a.m. Beth Steinhauer and Glenn Speich with MSA Professional Services gave a presentation on their qualifications and their firm's qualifications.

Open Session: At 11:02 a.m. Henry Esser made a motion for the committee to move into open session pursuant to Section 19.85(2), seconded by Gerry Krachey. Motion carried by a voice vote.

Gerry Krachey made a motion to approve the hiring of:

1. MSA Professional Services - Beth Steinhauer and Glenn Speich
2. Jewell Associates Engineers, Inc – Fred Gruber

for the Right of Way Acquisitions for the CTH N, FLAP Project ID: 5496-00-04, Famechon Hill project, seconded by Derek Flansburgh. Motion carried unanimously by a roll call vote.

Highway Buildings, Facilities and Equipment:

- **Printer** – David Olson made a motion to approve the purchase of a Canon TX-4000 MFP 44" Plotter, with scanner \$8825.00 and 2nd paper roll \$905.00 from EO Johnson, seconded by Derek Flansburgh. Motion carried by a roll call vote. The warranty and/or service plan will be decided later.
- **LP Contract** – The LP contract from New Horizons for the buildings in Steuben and Lynxville was just received in the mail and it is due before month end. David Olson made a motion to approve the contract for the prepaid amount of \$1.299 per gallon,

Highway Buildings, Facilities and Equipment: (continued)

- **LP Contract cont.** - Commissioner Pelock can decide amount of gallons needed, seconded by Derek Flansburgh. Motion carried unanimously by a roll call vote.
- **Service Truck/Cell Phone** – Discussed adding another phone line to Highway Departments phone plan and leave the phone in service truck. Henry Esser made a motion to table this until next month, seconded by David Olson. Motion carried by a voice vote.

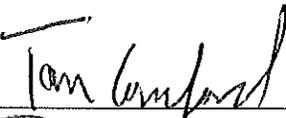
Resolutions, Ordinances and Policies:

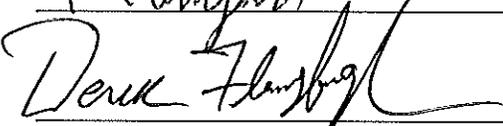
- **Personnel Policy – Holiday Pay** - The committee discussed the Holiday Pay Policy, and after much discussion Gerry Krachey said this needs to be corrected. He suggested Tom Cornford have this item added to the Personnel Agenda for the June 27th meeting in Prairie du Chien.
- **Right of Way on CTH E** - The committee discussed the issues on STH 27 & CTH E where the State (WisDOT) authorized the location of the ATV/UTV trails. This area needed to be marked with ROW markers for the ATV/UTV route. It is legal for the Right of Way markers to be placed on the right of way and there are many locations on state and county roads where right of way markers are placed. On CTH E just off STH 27 it is possible to remove a few of the right of way markers. But there will be additional markers placed on the property right of way on STH 27 on the north side of 27 across from CTH E towards Steuben due to the state designation of the ATV/UTV trails.

Misc. Business:

- David Olson asked if the county forces could fill the potholes at the fairgrounds. The Fair committee had previously discussed asking the Highway Department if county forces could fill these potholes. No action.

The next regular meeting will be held Thursday, July 19, 2018 at 9:00 a.m. at the Crawford County Highway Department in Seneca, WI. At 11:24 a.m., with no further business, Derek Flansburgh made a motion to adjourn, seconded by David Olson. Motion carried by a voice vote.







 Committee



 Commissioner