

The Crawford County Highway Committee held their regular meeting on Thursday, October 15, 2020 at the Crawford County Highway Department Conference Room in Seneca, WI.

The meeting was called to order by Tom Cornford at 9:02 a.m. Proof of Publication was verified by Tom Cornford.

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

David Olson made a motion to approve the regular meeting minutes for Thursday, September 17, 2020, seconded by Derek Flansburgh. Motion carried by a voice vote.

Derek Flansburgh made a motion to authorize payment of Invoice Vouchers: # 703-709, 712-736 & 739-781 which includes VO# 756 payable to Iverson Construction for the Local Road Improvement Program Project #16586CHI in the amount of \$221,075.00; and Payroll Vouchers: 710, 711, 737 & 738, seconded by David Olson. Motion carried by a roll call vote.

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

- **Budget** – Carl Orr made a motion to approve the preliminary budget of \$2,835,350.00 and forward to the Finance committee, seconded by David Olson. Motion carried by a roll call vote.
- **Fund Balances** – Gerry Krachey made a motion to transfer funds from CTH and pay the Mutual Aid invoice for the Lynxville fire in the amount of \$758.02, seconded by Derek Flansburgh. Motion carried by a roll call vote.
- **Bridge Aid Resolution** – Gerry Krachey made a motion to approve the Bridge Aid Resolution of \$86,429.00 and forward to County Board, seconded by David Olson. Motion carried by a roll call vote.

**State Trunk Highways:**

- **STH Update** – State Superintendent Todd Myers said the state crew was cleaning up behind the wall on STH 35 from the 2019 flood.
- **STH Issues & Projects** – The State is implementing a new Winter Readiness Program where DOT officials will have to sign off on sander calibration. Report is due November 15, 2020.

**County Trunk Highways:**

- **CTH Update** - County Superintendent Dave Jones said the county forces have been sealing every bridge in the county, towns and villages. The crews are out mowing also.
- **CTH N, 1999 Project – Renee Randall** - Renee Randall has met her requirements, so the county forces will be putting up the fence on her property.

**Town/Village/City Projects & Issues:**

- **Village of Bell Center, Sand Hill Road., Kickapoo River Bridge #P-12-0700, Project ID: 5328-00-00/70:** This bridge project is going to run over schedule and into the spring of 2021, so there will be additional oversight costs.

**Local Projects & Bridges:**

- **CTH N, Project ID: 13N21T27:** Project is completely finished.
- **CTH N, STH 27 – Teter Lane, LRIP Project ID: 16586 CHI:** Completed.
- **CTHH, STH 171 - CTH X, English Run Creek Bridge #P-12-0055, Project ID: 5415-00-01/71 and**  
**Town of Clayton, Tiller Rd., Pigeon Run Creek Bridge #P-12-0905, Project ID: 5325-00-02/72:** Due to issues with CenturyLink for a conveyance, may need to do a condemnation of utility easement.

**Highway Buildings, Facilities and Equipment:**

- **Bids – Wheel Loader:** Carl Orr made a motion to approve the lowest bid and purchase a 2020/2021 John Deere 624L Wheel Loader, 192 HP with fully loaded cab and 3 ½ yard bucket from Brooks Tractor for purchase price of \$167,395.00 less trade in allowance of \$27,000 for #258 - 2001 Case Wheel Loader for a net cost w/trade-in of \$140,395.00 which includes a 36 month warranty, seconded by David Olson. Motion carried by a roll call vote.
- **Paving at the Fairgrounds:** David Olson said the paving at the fairgrounds was discussed at the fair meeting. It had been approved. So the county forces can pave in the spring.
- **Highway Buildings –** Discussed the need of a porta potty at the Lynxville shop for employees since there is no bathroom. David Olson made a motion to approve the rental of 1 porta potty for the Lynxville shop at approximately \$80 per month, seconded by Derek Flansburgh. Motion carried by a roll call vote.

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

- **Potential Park – STH 179:** The Dennis Rooney family would like to donate land off of STH 179 on Duha Ridge. Options and details are still being discussed.

**Personnel and Personnel Issues:**

- **Winter Hours Schedule –** Commissioner Kozelka explained at his previous Commissioners' meeting they discussed winter hours. Eleven counties stay on the 4 – 10 hour days year around. With the Covid-19 pandemic Commissioner Kozelka feels its beneficial to stay on the 4 - 10 hour days schedule because of one less day of employee contact. Discussed keeping this schedule thru the end of November (or possibly longer) and maybe start one full month earlier in the Spring. The committee agreed and said it is up to the department heads.

**Personnel and Personnel Issues:** (continued)

- **Required PPE Program** – Discussed safety toe boots and reimbursement. The committee agreed the department should implement this program. Commissioner Kozelka will take this to the Joint Personnel/Finance Committee meeting on October 28, 2020.
- **Dylan Mallat – 6 month Employee Evaluation** – Commissioner Kozelka, State Superintendent Todd Myers and County Superintendent Dave Jones all commented on what a great job Dylan Mallat is doing. He is an excellent welder and fabricator. He is willing to do any job he is asked to do and has a positive attitude. Gerry Krachey made a motion to approve a 6 month scale change and pay raise for Dylan Mallat effective October 30, 2020 pending satisfactory employee evaluation, seconded by Derek Flansburgh. Motion carried by a roll call vote.

**Variance Requests:**

- **CTH E – Teresa Burgus** – Requesting a 35' variance in Lynxville to move old trailer off and put new trailer on.
- **STH 61 – Carolyn & Richard Pucha** – Requesting a 17' variance at the corner of CTH S & STH 61. David Olson made a motion to approve both variances: Teresa Burgus variance and Carolyn & Richard Pucha variance, seconded by Carl Orr. Motion carried by a voice vote.

**Miscellaneous:**

- David Olson, on behalf of the Land Conservation Committee, wanted to extend a thank you to the highway employees for helping out next Friday, October 23 with the Clean Sweep.

The next regular meeting will be Thursday, November 19, 2020\* at 9:30 a.m. at the Crawford County Highway Department in Seneca. At 10:20 a.m., with no further business, Gerry Krachey made a motion to adjourn, seconded by Derek Flansburgh. Motion carried by a voice vote.

Tom Cornford  
Carl Orr 12-17-20  
Derek Flansburgh  
 Committee

David Olson  
Derek Krachey  
Derek Flansburgh  
 Commissioner

(\*On November 16, 2020 the November 19<sup>th</sup> meeting was cancelled. The next meeting will be held in December.)