

The Crawford County Highway Committee held their regular meeting on Thursday, December 17, 2020 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, 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, October 15, 2020, seconded by Derek Flansburgh. Motion carried by a voice vote.

Gerry Krachey made a motion to authorize payment of Invoice Vouchers: # 782-793, 796-819, 822-870, 873-875, 877-891 & 894-954; and Payroll Vouchers: 794, 795, 820, 821, 871 & 872; and Longevity Vouchers # 876, 892 & 893, seconded by David Olson. Motion carried by a roll call vote.

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

- **Fund Balances** – Fund Balances dated 10/31/2020 were reviewed.
- **Transfer of Funds** – Carl Orr made a motion to forgive the Clean Sweep invoice for \$2,556.81 and transfer funds from CTH to pay invoice, seconded by Gerry Krachey. Motion carried by a roll call vote.
- **Final Budget Amount Approved by County Board** – County Board adjusted the preliminary Highway budget to account for County budget shortfall. The Highway Committee discussed the \$425,000 cut and bonding plans for 2021. Gerry Krachey made a motion to approve the final 2021 Highway Budget of \$2,410,350.000 which does not include bridge aid, seconded by Carl Orr. Motion carried by a voice vote.

Winter Maintenance Agreement:

- David Olson made a motion to approve the 2020 – 2021 winter maintenance agreement, seconded by Carl Orr. Motion carried by a voice vote.

State Trunk Highways:

- **STH Update** – State Superintendent Todd Myers said the state crew had been replacing guardrail posts on STH 35 until frost. Crews will continue this again in the spring. Now crews are removing dead brush and leaning trees first and foremost.
- **STH Issues & Projects** – Discussed a Traffic Maintenance Agreement for signage on STH 35 and a potential Discretionary Maintenance Agreement, or Traffic Maintenance Agreement, for tubes on STH 131.

County Trunk Highways:

- **CTH Update** - County Superintendent Dave Jones said the county forces have been sealing all county bridge approaches and several township bridges. Also brush cutting for several townships along with digging out several bridges. Then the crews will start crack sealing.

Town/Village/City Projects & Issues:

- **Village of Bell Center, Sand Hill Road., Kickapoo River Bridge #P-12-0700, Project ID: 5328-00-00/70:** The bridge is now open and the contractor will be back in the spring to finish.

Local Projects & Bridges:

- **Low Risk Local Bridge Pilot Program Project – Town of Marietta, Marietta Valley Rd., Woodward Hollow Creek Bridge #P-12-0001, Project ID: 5329-00-00/70:** This will be bid in February. Estimated construction is set for 2021.
- **CTH H, 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:** These two projects were bid together last week. Total bid amount was \$720,953.90. Construction set for 2021.
- **Town of Wauzeka, Gran Grae Bridge #P-12-0124, Project ID: 5339-00-02/72:** Right of way acquisitions are in progress. Construction is scheduled for 2022.

Highway Buildings, Facilities and Equipment:

- **Land Rent:** Rent prices for tillable land was discussed. The committee agreed that tillable land rent is at least \$100 per acre for poor ground, higher for good ground.

Resolutions, Ordinances and Policies:

- **Workday Schedule & Holidays –** Commissioner Kozelka explained the department is still on the four day/ten hour schedule. Then discussed how the department has been taking paid time off for holidays. Tentatively planning on going back to five day/eight hour schedule on January 11th.

Personnel and Personnel Issues:

- **Part-time On Call Positions –** Commissioner Kozelka let the committee know that one of the applicants that was selected for this position has declined the job due to being sick.

Bids, Proposals, Sales or Misc.:

- **Fuel Contract & Lubricant Contract –** Carl Orr made a motion to have Commissioner Kozelka get fuel and lubricants bids/proposals and bring to the January Highway meeting, seconded by David Olson. Motion carried by a voice vote.

The next regular meeting will be Thursday, January 17, 2021 at 9:30 a.m. at the Crawford County Highway Department in Seneca. At 10:18 a.m., with no further business, Tom Cornford made a motion to adjourn, seconded by Carl Orr. Motion carried by a voice vote.

Tom Cornford

David Olson

Debra Kozelka
Committee

Carl Orr 1-21-21

Debra Kozelka

Carl Orr
Commissioner