

The Crawford County Highway Committee held their regular meeting on Thursday, January 21, 2021 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, County Superintendent Dave Jones and Shop Superintendent Cory Folbrecht. Julie Check recorded the meeting minutes.

Gerry Krachey made a motion to approve the regular meeting minutes for Thursday, December 17, 2020, seconded by David Olson. Motion carried by a voice vote.

David Olson made a motion to authorize payment of 2020 Invoice Vouchers: # 957-966, VP 969-VP 1013, VP 1015 – VP 1025 and 2021 Invoice Vouchers: # 3-10 and 13-16; and 2020 Payroll Vouchers: # 955, 956, VP 967, VP 968 & VP 1014 and 2021 Payroll Voucher: # 1, 2, 11 & 12; seconded by Carl Orr. Motion carried by a roll call vote.

**Recognition of Guests/Presentations:**

- Cheri Leachman, Human Resource Specialist
- Robin Fisher, County Clerk
- Jason Cullen and Steve Lucey from New Horizons (arrived later for fuel/lube bids)
- Jeff Woodman and Don Backhaus from Three Rivers FS (arrived later for fuel/lube bids)

**Citizen Concerns:**

- Discussed the City of Prairie du Chien and Bridgeport Township working on purchasing new lights to replace the non-working lights.

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

- **Fund Balances** – No fund balances to review to date. 2020 books are not closed out yet as invoices are still coming in.

**State Trunk Highways:**

- **STH Update** – The state crews have been brushing on STH 35 & STH 171 along with snow removal.

**County Trunk Highways:**

- **CTH Update** - County Superintendent Dave Jones said the county forces have been crack sealing, brushing and busy with snow events. All of CTH S & CTH B have been crack sealed. County forces are brushing in the Town of Prairie du Chien, Bridgeport Township, CTH C and Haney Township.
- **County Projects – Highway Safety Improvement Program Applications 2020 – 2024** – Commissioner Kozelka is researching roads in the county that may qualify. The state pays 90% and the county pays 10% on county roads. On the state system the state pays 100%.

**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 was just let. Bid came in under budget at \$300,288.00 and was awarded to Radke Contractors.
- **Town of Scott, Byers Road, Richland Creek Bridge #P-12-0096, Project ID: 5325-00-02/72:** This project was just let. Bid came in at \$266,385.00 and was awarded to Radke Contractors.
- **Town of Wauzeka, Gran Grae Bridge #P-12-0124, Project ID: 5339-00-02/72**
  - **Relocation Order –** Carl Orr made a motion to approve the relocation order, seconded by Gerry Krachey. Motion carried by a roll call vote.

**Highway Buildings, Facilities and Equipment:**

- **Attenuator:** The state is mandating that attenuators be used for all state work on roadsides. Commissioner Kozelka is checking with other counties on options.
- **AED’s for Outlying Shops:** Commissioner Kozelka is looking into alternative funds for AED’s for all shops.
- **Single Axles Truck(s), Tandem Axle Truck(s), Wings, Plows and Sanders –** The committee agreed to solicit bids for all items and bring to the February meeting.

**Resolutions, Ordinances and Policies:**

- **Holiday Schedule Policy – Discuss Potential Changes –** Cheri Leachman, Human Resource Specialist discussed the Holiday Policy and how it is being interpreted during the four day/ten hour schedule. No action was taken.

**Personnel and Personnel Issues:**

- **Employee Recognition Program – Mike Hogenson –** Chairman, Tom Cornford and Cheri Leachman, HR Specialist presented Mike Hogenson with a certificate for 25 years of service, \$25 in Chamber Bucks and showed him the plaque with his name on it. The plaque with his name and 25 years of service will hang in the Administration Building.
- **Employee 6 Month Evaluation –** Commissioner Kozelka and County Superintendent both commented on what a good job Justin Oswald is doing. Carl Orr made a motion to approve a 6 month scale change and pay raise for Justin Oswald effective February 10, 2021 pending a satisfactory employee evaluation, seconded by Gerry Krachey. Motion carried by a roll call vote.

**Bids, Proposals, Sales or Misc.:**

- **Fuel & Lubricant Bids – Review Results:** Jason Cullen and Steve Lucey from New Horizons introduced themselves and thanked the board for their business and discussed their service, products and mentioned the patronage check their company pays yearly to the Highway Department, which is a percentage of all purchases. Jeff Wood and Don Backhaus from Three Rivers FS introduced themselves and discussed their products and service. Fuel and Lubes were discussed. Fuel Bids are as follows:

	<b><u>New Horizons</u></b>	<b><u>Three Rivers FS</u></b>
Diesel Prem.	\$2.219 transport	\$2.14 transport
	\$2.319 tank wagon	\$2.33 tank
		(price is avg. - varies monthly)

**Bids, Proposals, Sales or Misc.:** (continued)

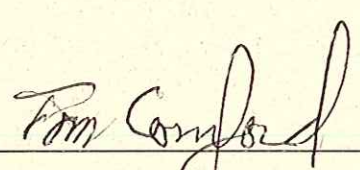
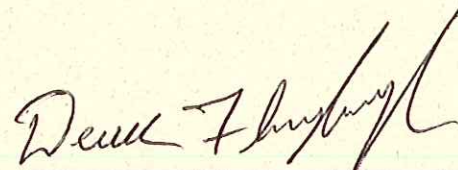
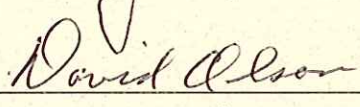
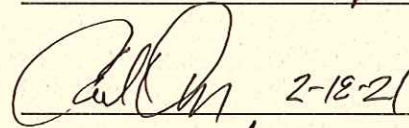
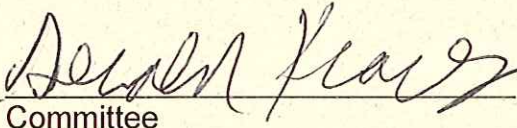

**Fuel & Lubricant Bids – Review Results:** Commissioner Kozelka suggested due to the fuel prices being volatile it may be best to only contract half of the fuel, like 35,000 gallons of diesel. Derek Flansburgh made motion to contract with Three Rivers FS for the 35,000 gallons of diesel and gave Commissioner Kozelka and Shop Superintendent Cory Folbrecht the authority to review and make the decision what company to go with for the lubes, seconded by Carl Orr. Motion carried by a roll call vote.

- **Oil & Asphalt Bids for 2021 Projects** – Committee agreed to solicit bids for February meeting.

**Sales, Road Supplies, Junk, etc:**

- **Sales** – Commissioner Kozelka let the committee know the items that were sold through Wisconsin Surplus Auction net was approximately \$24,000.

The next regular meeting will be Thursday, February 18, 2021 at 9.30 a.m. at the Crawford County Highway Department in Seneca. At 10:56 a.m., with no further business, Gerry Krachey made a motion to adjourn, seconded by Dave Olson. Motion carried by a voice vote.

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 _____	 2-18-21 _____
 Committee	 Commissioner