

POLK COUNTY HIGHWAY COMMITTEE MEETING AGENDA

Polk County Government Center
100 Polk County Plaza, Balsam Lake, WI
Thursday, April 1, 2010
3:30 p.m., East Conference Room

Call to Order

Approval of Agenda

Approval of Minutes of the March 4, 2010 Meeting

Public Comments

Items of Business

1. Construction Materials & Services RFP Awards
2. 2010 Construction Resolution
3. Excavator Purchase Resolution
4. Building Update

Voucher Review & Financial Reports

Administrative Report

Committee Comments

Adjournment

This meeting is open to the public according to Wis. Stat. Sec. 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

POLK COUNTY HIGHWAY MEETING
Polk County Highway Office, Balsam Lake, WI
April 1, 2010

Chairman Marv Caspersen called the meeting to order at 3:32 p.m., at the Polk County Government Center, Balsam Lake, WI.

Members present: Herschel Brown, Larry Voelker, Dean Johansen, Marvin Caspersen, Jay Luke
Others present: Steve Warndahl, Kathy Bohn
Press present:

Motion by Voelker and seconded by Brown to approve the agenda. Motion carried.

Motion by Voelker and seconded by Johansen to approve the minutes of the March 4, 2010 meeting. Motion carried.

CONSTRUCTION MATERIALS/SERVICES RFP AWARDS: The committee reviewed a summary of all bids for materials and services along with a price comparison from 2006 – 2009, showing the increases/decreases in costs from each year. Discussion followed on the various bids received for pulverizing, asphalt mixes, road oil, line painting, crack seal material, crushed gravel, rock, culverts and erosion control materials.

Motion by Brown and seconded by Johansen to accept the bid recommendations for 2010 materials and services as outlined by Highway staff. Motion carried by voice vote.

2010 CONSTRUCTION RESOLUTION: Warndahl read the proposed 2010 Construction Resolution to the committee and presented the revised six-year road plan based on current estimates for the 2010 road projects. Discussion followed on the six-year road plan and the use of bonding and cash reserves for construction.

Motion by Luke and seconded by Voelker to approve the 2010 Construction Resolution and to forward it for County Board approval. Motion carried by voice vote.

EXCAVATION RESOLUTION: Warndahl read the proposed Excavator Resolution, explaining that the purchase price required county board approval because it may go over \$150,000. This purchase is part of Highway's CIP and funding is part of the 2010 budget.

Motion by Luke and seconded by Johansen to approve the Excavator Resolution and to forward it for County Board approval. Motion carried by voice vote.

BUILDING UPDATE: Warndahl updated the committee on current building improvements and issues. Highway staff installed a service door on the north side of the main shop, eliminating the need to open the overhead door to carry in tires, etc. The building inspector for the Village of Balsam Lake was contacted by a private party regarding the recently installed spray foam insulation in the truck storage area. The department was informed that the foam insulation does not meet spec as a fire barrier and that a building permit was not obtained before installation. The Village of Balsam Lake indicates that no permit was needed for this installation. The installer is working with the Village of Balsam Lake, the inspector and the manufacturer regarding the fire barrier issues. The Hotsy washer is near completion and Parks & Buildings is applying for a lighting grant for the truck storage area.

VOUCHER REVIEW & FINANCIAL REPORTS: The committee reviewed the vouchers paid from February 22, 2010 through March 24, 2010.

Motion by Brown and seconded by Johansen to approve the bills as paid. Motion carried by voice vote.

The 2009 financial report was distributed to the committee along with a 2007-2009 fund balance comparison. Bohn explained that the schedules in the financial report are compiled annually for WisDOT and are separate from the department's annual report which is distributed to county board for approval. This report is a financial summary of all highway operations including equipment depreciations, account receivables, shop operations, administration and buildings operations.

ADMINISTRATIVE REPORT: Warndahl told the committee that the department was granted a Chip-D grant for 2011 on CTH E1 for \$125,000. The crack seal crew has completed 15.8 miles so far with plans to complete 50-60 miles this year. There is a possibility they will be able to do crack seal work for the towns if time allows. May 27, 2010 is the Commissioner's and Committeemen Meeting at Hayward and April 22nd is the Highway Roadeo at Balsam Lake. Warndahl shared a utilities cost comparison, which shows a decrease in the cost of gas and electric in 2009. This could be due to working four 10-hour days and improved insulation in the building. Highway has supplemented the Lime Quarry with HEO staff for making ag lime and CL 5. Warndahl will be at commissioner's training next week in Wausau. And several HEO's attended a DNR dozer training, giving them practical training on dozer operation during a forest fire.

Motion by Voelker and seconded by Brown to adjourn the meeting.

Meeting adjourned at 4:43 p.m.