

Public Works Committee Minutes
Tuesday, June 14, 2016 – 8:00 a.m.
Public Works Department Committee Room

Call to Order. Chair Bussie called the meeting of the Public Works Committee to order at 8:00 a.m.

Committee Members Present. Chair Bussie and Supervisors Arnold, Driscoll and Richard

Committee Members Absent. Supervisor Fox

Staff Members:	Ben Coopman	Public Works Director
	Amy Friend	Secretary II
	Duane Jorgenson	Assistant to the DPW Director
	Jeffrey Kuglitsch	Corporation Counsel
	Mike Turk	Shop Superintendent
	Lori Williams	Parks Director

Others Present:	Floyd Finney	Parks Advisory Committee
	Scott Cullen	Concerned Citizen

Approval of Agenda. Supervisors Arnold and Richard moved today's agenda. Chair Bussie moved Highway Business before Parks Business due to accommodate an emergency for Ben. The order of the agenda will be Highway Business a, e, f, g, h, j, k, l, b, c, d, i, m, n and Park Business. MOTION CARRIED.

Approval of Minutes of May 10, of 2016. Supervisors Richard and Driscoll moved the minutes. MOTION CARRIED.

Citizen Participation, Communications and Announcements. Ben Coopman announced his retirement effective December 27, 2016. His contract would have ended in September but has been extended to December by mutual agreement with the County Administrator.

Chair Bussie thanked those in attendance for coming today.

HIGHWAY BUSINESS

Consider Exception to Encroachment Removal Order- CTH F (South) Scott Cullen. Supervisor Driscoll and Arnold moved the Exception. Scott addressed the committee. His garage was built over 70 years ago. In 1989 a certified survey map was done which widened the road right of way and one corner of his garage is now encroaching into the road right of way by four inches. Jeff had spoken with Scott about his options. This is a very unusual case. Jeff stated that the adverse possession laws have changed since last year and road rights of way cannot be reclaimed from municipalities by adjoining landowners by adverse possession. It would create an extreme hardship for Mr. Cullen to remove his entire garage. Ben recommends excepting the encroachment removal order for this one parcel. The committee noted this is a very unique set of circumstances and would be an extreme hardship. MOTION CARRIED

Approve Request by Town of Plymouth to Defer 1/2 Payment of Haefman Road Construction Project. Supervisors Arnold and Richard moved the Request to Defer 1/2 Payment. Ben stated the Town of Plymouth wants to pave 1.95 miles. They cannot afford to pay for all of it in 2016 and want to do all of the work at one time to save cost increases. They will pay for half in 2016 and the remainder in 2017. Ben recommends the approval. MOTION CARRIED.

Approve Request by Town of Harmony to Defer Billing for a Road Project to 2017. Supervisors Richard and Arnold moved the Request to Defer Billing. Ben stated the Town borrowed to pay for paving work done in 2015. They only borrowed enough to pay for the one project. Due to a billing error they were not charged approximately \$14,000 for the work in 2015. They do not want to borrow for that small amount and cannot afford to pay it from their 2016 budget. They don't want this to impact the work they want done in 2016. They would like to defer the 2015 billing to 2017. Ben recommends the approval. MOTION CARRIED.

Approve Temporary Policy on Construction of Concrete Driveways & Aprons in CTH's. Supervisors Arnold and Richard moved the Temporary Policy. Ben recommends allowing concrete aprons in areas where they adjoin concrete curb and gutter. Continue the prohibition of concrete aprons where this is a roadway with a ditch situation. MOTION CARRIED.

Approve Discretionary Maintenance Agreement (DMA). Supervisors Driscoll and Arnold moved the DMA. Ben stated WISDOT has money left over from a light winter. The money will be used to catch up on the backlog of work that they didn't previously have funds for. The work includes shouldering and bridge repair. Ben recommends entering into the Agreement. MOTION CARRIED.

Order for Removal of Encroachments CTH MM. Supervisors Bussie and Arnold moved the Order for Removal. Duane stated the order is for additional encroachments on CTH MM that were missed on the original report. MOTION CARRIED.

Discussion and Possible Action Regarding Safety Concerns on CTH D. Duane presented a speed study analysis summary handout associated with the speed of vehicles on CTH D south of Plymouth Church Road. The average speed has decreased approximately 8 mph. Discussion on this being a local law enforcement issue. Duane recommends leaving the speed zone as it is. No action taken at this time.

Approve Resolution Requesting State Action To Provide More Transportation Funding. Supervisors Driscoll and Arnold moved the resolution. MOTION CARRIED.

8:44 am. Ben departed.

Approve Bid Award for Purchase of One (1) Tilt-Bed Trailer. Supervisors Richard and Arnold moved the purchase of one Tilt-Bed Trailer from Aerial Works Platform for \$4,957.00. MOTION CARRIED.

Minutes of the Rock County Public Works Committee
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Approval of Culvert Aid Petition for Town of Milton. Supervisors Arnold and Driscoll moved the Culvert Aid for Town of Milton. MOTION CARRIED.

Approval of Culvert Aid Petition for Town of Lima. Supervisors Richard and Driscoll moved the Culvert Aid for Town of Lima. MOTION CARRIED.

Award Contract for 2016 Bridge Inspections. Supervisors Arnold and Driscoll moved the contract for 2016-2017 Bridge Inspections to IIW, P.C. (Engineers, Architects and Surveyors) of Dubuque, Iowa for \$13,500.00. Duane stated that IIW's price is much lower than the other proposals. They appear to meet all expectations and the low price was a business decision by IIW. MOTION CARRIED.

Review of Payments was completed. No discussion or questions.

Set Next Meeting Date. The next Highway meeting dates will be Tuesday, July 12 at 8:00 a.m. with Parks and Thursday, July 14 at 8:00 a.m. at the Department of Public Works.

PARK BUSINESS

Citizen Participation, Communications and Announcements. Floyd stated the kiosk is roofed at Gibbs Lake and maps and flyers are in the kiosk.

Discussion and Possible Action on Buck Property. Discussion on two boat launch options on the Buck Property. The committee would like more information before any action is taken. It is on the Agenda for the Staff Committee. No action taken.

Directors Report. Discussion on trees marked in Lee Park for Timber sale. The cutting of the trees will promote growth and make the trees that are left healthier. The Contractor marked the ones to cut to eliminate clear cutting.

Set Next Meeting Date. The next Parks meeting will be Tuesday, July 12, 2016 at 8:00 a.m. at the Department of Public Works.

Adjournment. Supervisors Arnold and Richard moved to adjourn at 9:22 a.m. MOTION CARRIED.

Respectfully submitted,

Amy J. Friend
Secretary II