Minutes of the
Dodge County Highway Committee Meeting
March 8, 2018

CALL TO ORDER: The meeting of the Dodge County Highway Committee was called to order by the Chairman at 8:30 a.m. on March 8, 2018, in the Dodge County Highway building.

ROLL CALL: The following members were present – William Muche, Jeffrey Caine, Jeff Berres, and Ed Nelson. Commissioner Brian Field and Assistant Commissioner Peter Thompson were also present. County Administrator Jim Mielke, County Board Supervisor Dennis Schmidt, Corporation Counsel Kim Nass, and Randy Soldner of the Quad County Runners were present for part of the meeting.

APPROVAL OF AGENDA: Motion by Caine and seconded by Berres to approve the agenda as presented and allow the Chairman to go out of order as needed to efficiently conduct the meeting. Motion carried.

REVIEW MINUTES OF FEBRUARY 1, 2018: Minutes of February 1, 2018 were approved as submitted.

PUBLIC COMMENTS: There were no public comments.

STAFF REPORTS AND DEPARTMENT CONCERNS: A memo from Harold Sack regarding improvements to CTH G was read. Staffing concerns were discussed.

COMMITTEE REPORTS: A report of sign damage on CTH KW was submitted.

PROJECT UPDATES: Wetland permitting and utility relocations are in progress on CTH C (Buckhorn Road – USH 151). Final plat and design work is being completed for CTH M (CTH J – STH 60). Thompson explained changes to the local program bridge funding process.

REVIEW AND DISCUSS FENCING STATUTES: Corporation Counsel Kim Nass shared an opinion that neither Section 90.03 nor 90.035 of the Wisconsin Statutes applies to the partition between privately owned agricultural or grazing lands and highway lands owned in fee or occupied by easement, dedicated, or user by the state or municipal subdivisions of the state such as a town, county, village, or city.

DISCUSS POTENTIAL COUNTY BOARD RULE CHANGES: County Board Supervisor Dennis Schmidt discussed the proposed rule change regarding elected vs. appointed procedure for selecting the Highway Committee.

UPDATE STATUS OF DRAINAGE DISTRICT #1 PROJECT AND ASSESSMENT: Thompson reported that the new pipe installation in Drainage District #1 is completed. The District is finalizing payment and rebate calculations.

REVIEW AND DISCUSS THE PROPOSED WCHA SUCCESSION PLAN DRAFT: The current draft of the WCHA succession plan was discussed. No action was taken.

REVIEW QUOTATIONS AND CONSIDER RESOLUTION FOR PURCHASE OF ONE NEW JOHN DEERE 6120M TRACTOR WITH MOWER: The following quotations were received for one new John Deere 6120M tractor with mower:

Vendor	Mower	Total	
Mid-State Equipment	Schulte FX1800	$96,988.00	
Riesterer & Schnell	Schulte FX1800	$98,500.00	
Ballweg Implement	John Deere CX15	$103,619.59	
Ballweg Implement	Bush Hog 2815	$103,674.54	
Serwe Implement	Tiger TK-180L	$19,791.00	Does not meet spec

Motion by Caine and seconded by Berres to purchase a 2018 John Deere 6120M 4x4 tractor with a Schulte FX1800 15' rear flex-wing mower from Mid-State Equipment in the amount of $96,988.00 and to forward a resolution to County Board for its March meeting. Motion carried.

REVIEW AND CONSIDER QUOTATIONS FOR ONE NEW SCAG ZERO TURN TRACTOR WITH MOWER: The following quotation was received for one new Scag zero turn tractor with mower:

Vendor	Cost
Knowles Produce	$8,700.00

Motion by Caine and seconded by Nelson to purchase a 2018 Scag tractor with mower from Knowles Produce in the amount of $8,700.00. Motion carried.

REVIEW AND CONSIDER QUOTATIONS FOR ONE NEW JOHN DEERE Z TRACK TRACTOR WITH MOWER: The following quotations were received for one new John Deere Z Track tractor with mower:

Vendor	Cost
Riesterer & Schnell	$8,590.00
Ballweg Implement	$7,964.07

Motion by Caine and seconded by Muche to purchase a 2018 John Deere Z Track tractor with mower from Ballweg Implement in the amount of $7,964.07. Motion carried.

REVIEW ATV UTV ROUTE APPLICATIONS ON COUNTY ROADS IN THE TOWNS OF LOWELL, CLYMAN, EMMET, AND SHIELDS: Randy Soldner of the Quad County Runners presented several proposed ATV-UTV routes being considered for application.

DISCUSS DISPOSAL OPTIONS FOR SURPLUS EQUIPMENT: Motion by Caine and seconded by Nelson to authorize department staff to sell a John Deere 310 utility tractor with Wisconsin Surplus On-Line Auction Service. Motion carried.

DISCUSS AND TAKE ACTION ON A POLICY TO ESTABLISH A MINIMUM FUND BALANCE FOR THE HIGHWAY DEPARTMENT BUDGET: Motion by Muche and seconded by Caine to establish a minimum fund balance policy for the Highway Department budget. Motion carried.

DISCUSS AND CONSIDER AMENDING THE EXISTING RIGHT-OF-WAY NEGOTIATION POLICY: This item was referred to Corporation Counsel for review and will be considered at a future meeting.

DISCUSS AND CONSIDER TAKING ACTION ON A RESOLUTION TO DECLARE THE WEEK OF APRIL 9 - 13, 2018 AS WORK ZONE SAFETY AWARENESS WEEK IN DODGE COUNTY: Motion by Berres and seconded by Caine to forward a resolution to County Board declaring the week of April 9 – 13, 2018 as Work Zone Safety Awareness Week in Dodge County. Motion carried.

DISCUSS AND CONSIDER UPDATING THE MEMORANDUM OF UNDERSTANDING REGARDING HIGHWAY COMMITTEE DUTIES AND RESPONSIBILITIES: The Committee suggested several revisions to the Memorandum of Understanding be considered by the parties involved in this agreement. No action was taken.

REVIEW VOUCHER PAYMENTS AND FEBRUARY CREDIT CARD PAYMENTS: Vouchers payment registers and the February credit card payment report were reviewed. It was verified that Committee members are receiving these reports through email prior to the meeting as requested.

FUTURE AGENDA ITEMS: The following items will be added to an upcoming meeting agenda: discuss the proposed merger of the Town of Williamstown and the Village of Kekoskee, update on airport ag land rental agreements, specific brand equipment purchasing policy consideration, and ATV-UTV route application review.

NEXT COMMITTEE MEETING: The next Committee meeting will be at 8:30 a.m. on March 22, 2018, in the Juneau office.

FIELD REVIEW: There was no field review.

ADJOURNMENT: The meeting adjourned at 10:47 a.m.

William T. Muche – Acting Chairman

Jeffrey Caine – Secretary

Disclaimer: The above minutes may be approved, amended, or corrected at the next Committee meeting.