

POLK COUNTY HIGHWAY COMMITTEE MEETING AGENDA

Polk County Government Center
100 Polk County Plaza, Balsam Lake, WI
Thursday, April 7, 2011
3:30 p.m., East Conference Room

Call to Order

Approval of Agenda

Approval of Minutes of the March 3, 2011 Meeting

Public Comments

Voucher Review

Review of 2010 Year-End Financial Reports

Items of Business

1. Award RFP for Loader Purchase
2. Award Spring RFP's
3. Authorize RFP's for Equipment
 - Tractor & Mower
 - Sign Truck
 - 2-Ton Truck
4. Review Revised 2011 Road Plan
5. Approval of 2011 Construction Resolution

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 Government Center, Balsam Lake, WI
April 7, 2011

Chairman Caspersen called the meeting to order at 3:30 p.m., at the Polk County Government Center, Balsam Lake, WI.

Members present: Marvin Caspersen, Dean Johansen, Craig Moriak, Larry Voelker, Jay Luke
Others present: Kathy Bohn, Steve Mullenbach, Emil Norby
Press present: Gregg Westigard

Motion by Luke and seconded by Johansen to approve the agenda. Motion carried.

Motion by Voelker and seconded by Luke to approve the minutes of the March 3, 2011 meeting. Motion carried.

Voucher Review: The committee reviewed and discussed the vouchers paid from February 25 – March 30, 2011.

Review of 2010 Year-End Financial Reports: Bohn reviewed various 2010 financial reports including the highway operations financial report, tax levy distribution, fund statement, revenue and expense comparison, construction job cost summary, and the equipment operations analysis. Discussion followed.

Award RFP for Loader Purchase: Mullenbach presented the bid summary for the front end loader and explained the merits of purchasing a 4.0 CY bucket loader versus a 3.5 CY bucket loader. Discussion followed.

Motion by Luke and seconded by Voelker to award the bid to Fabco Equipment for a 2011 CAT 938H loader with trade of #211 loader for \$92,019.00. Motion carried.

Bohn explained that the Fabco bid also included a 5-year buy back option of \$100,000. This would allow the department to sell the loader back to Fabco after five years with no additional purchase.

Motion by Luke and seconded by Voelker to amend the earlier motion to include the 5-year buy back provision for \$100,000. Motion carried.

Award Construction Materials & Services RFP's: Bohn presented the 2011 construction materials and services RFP summary, recommending that all bids highlighted in yellow be accepted. Included with the summary was a price comparison for materials and services from 2006 through 2011. It was noted that overall price increases were slight, with no dramatic increases.

Motion by Johansen and seconded by Moriak to accept the bids as outlined for construction materials and services. Motion carried.

Authorize RFP's for Equipment: Mullenbach advised the committee that the department would like to purchase two tractors and a mower, one sign truck and one 2-ton truck. Mullenbach explained that the department has been using Schulte mowers for the last few years. These mowers are more efficient than other mowers, making it possible to reduce the fleet by trading three tractors for two tractors. Discussion followed.

Motion by Moriak and seconded by Luke to seek RFP's for two tractors, one mower, a sign truck and a 2-ton truck. Motion carried.

Review Revised 2011 Road Plan: Norby updated the committee on the revised 2011 road plan, indicating that project estimates were based on current bid prices. Projects are adjusted to accommodate material price changes but the overall construction costs equal the amount budgeted for projects.

Approval of 2011 Construction Resolution: Bohn explained the 2011 construction resolution. Per the purchasing policy, all construction projects over \$150,000 require full county board approval. The resolution includes all projects listed in the 2011 road plan for a total of \$2,392,000.

Motion by Voelker and seconded by Luke to approve the 2011 Construction Resolution for \$2,392,000 and forward to County Board for approval. Motion carried.

Administrative Report: Bohn informed the committee that National Work Zone Awareness Week was April 4th – 8th. The memorial wall of highway-related fatalities will be in Green Bay on April 12th - 15th. Warndahl, Norby and McGee will be attending mandatory WisDOT bridge inspection training on May 18th in Superior. And the WCHA 100 Year Anniversary Celebration is June 6th – 8th in Wisconsin Dells.

Motion by Johansen and seconded by Luke to adjourn the meeting.

Meeting adjourned at 4:47 p.m.