

POLK COUNTY HIGHWAY COMMITTEE MEETING AGENDA

518 Main Street, Balsam Lake, WI
Thursday, February 4, 2010
3:30 p.m., Highway Office

Call to Order

Approval of Agenda

Approval of Minutes of the January 7, 2010 Meeting

Public Comments

Items of Business

1. Tour Highway Facility & Buildings
2. Discussion of Facility & Buildings
3. 2010 Bridge Inspections Bids
4. Final Comments and File Closure on Highway/Lime Quarry Merger
5. 2010 Commissioner's Goals

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
February 4, 2010

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

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

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

Motion by Brown and seconded by Luke to approve the minutes of the January 7, 2010 meeting. Motion carried.

2010 BRIDGE INSPECTION BIDS: Warndahl reviewed the bids received for the 2010 bridge inspections, indicating that Ayres Associates was the low bid and then showed the committee the 2008 bridge inspection data collected and summarized by Ayres Associates. Discussion followed.

Motion by Voelker and seconded by Johansen to award the 2010 bridge inspections bid to Ayres Associates at the price of \$85.00 per bridge plus additional for re-ratings and additional bridge inspections. Motion carried by voice vote.

FINAL COMMENTS & FILE CLOSURE ON HIGHWAY/LIME QUARRY MERGER: In light of the action taken by county board to table the Highway/Lime Quarry merger, Warndahl asked the committee for direction on completing any additional work on the merger at this time. Discussion followed on what tabling the resolution means and how the issue can be reopened at a later date.

Motion by Luke and seconded by Voelker to file away all information collected until such time as the issue is reopened and the commissioner is directed by the committee to work on it again. Motion carried by voice vote.

2010 COMMISSIONER'S GOALS: Warndahl presented a list of goals for 2010 that he prepared for the committee's consideration:

1. Work in conjunction with Highway Committee, Property Committee and Parks and Buildings department head to develop a plan to do necessary repairs/improvements to the existing building or to renovate the existing highway facility.

Warndahl explained his ideas on how to proceed with possible renovation plans for the building. Discussion followed.

2. Implement a mandatory training and competency program.

Warndahl explained that an audit on the department's training programs was completed in 2009 and a plan has been developed, which leaves implementation as the final step.

3. Review and correct the operational policies of the Highway Department.

Warndahl indicated that many of the operational policies have been reviewed and are in place which should allow for completion before the end of 2010.

4. Implement the County's six-year road construction plan and expand production, if possible.

Warndahl explained that the road construction plan is a constantly changing document, indicating that the project on CTH M might not be completed as planned in 2010 and that another project would be substituted in its place.

Motion by Voelker and seconded by Brown to accept the 2010 Highway Department goals as presented by the commissioner. Motion carried by voice vote.

Warndahl also updated the committee on the various committee appointments and assignments that he is active on.

VOUCHER REVIEW & FINANCIAL REPORTS: The committee reviewed the vouchers paid in January and discussion followed.

Motion by Luke and seconded by Voelker to approve the bills paid in January. Motion carried by voice vote.

ADMINISTRATIVE REPORT: Warndahl indicated that the department has used a record amount of salt sand during to the icy road conditions this season. The department is in the process of hiring a heavy equipment operator, completing the practical testing today.

The committee recessed at 4:00 p.m. to conduct a tour of the highway facility to view the improvements that have been completed.

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

Meeting adjourned at 5:05 p.m.