

POLK COUNTY HIGHWAY COMMITTEE MEETING AGENDA

Polk County Government Center
100 Polk County Plaza, Balsam Lake, WI
Thursday, May 6, 2010
3:30 p.m., East Conference Room

Call to Order

Election of Officers (Chairperson, Vice Chair, Secretary)

Set Meeting Date and Time

Approval of Agenda

Approval of Minutes of the April 1, 2010 Meeting

Public Comments

Items of Business

1. Proposed Building Revisions – Cory Scheidler, Cedar Corporation
2. Building Update
3. 2009 Annual Report
4. Authorization to Seek RFPs:
 - a. Crew Truck
 - b. Plow Blades
5. 2010 Road Tour
6. WCHA Summery Highway Conference

Voucher Review & Financial Reports

Administrative Report

Consideration of Land Purchase: Pursuant to Wisconsin Statute Section 19.85(1)(e), the Committee may convene in closed session to discuss bargaining and negotiating strategies that the Committee may recommend to the Property Committee with regards to the purchase of public lands made through a competitive basis and open discussion would compromise the county's bargaining position with regards to the prospective purchase of such public lands.

Following conclusion of said closed session, the Committee will reconvene in open session, or subsequent closed session, to consider or act upon those subject matters as may be noticed herein.

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
May 6, 2010

County Board Chair William Johnson IV called the meeting to order at 3:30 p.m., at the Polk County Government Center, Balsam Lake, WI.

Members present: Marvin Caspersen, Larry Voelker, Dean Johansen, Jay Luke, Craig Moriak
Others present: Steve Warndahl, Kathy Bohn
Press present: Gregg Westigard, Buz Swerkstrom, Tom Shern

Election of Officers: Chairman Johnson opened nominations for Chair. **Motion by Johansen and seconded by Luke to close nominations for Chairman and to cast a unanimous ballot for Marvin Caspersen. Motion carried.** Johnson turned the meeting over to Caspersen. **Motion by Voelker and seconded by Johansen to close nominations for Vice-chair and to cast a unanimous ballot for Jay Luke. Motion carried. Motion by Luke and seconded by Johansen to close nominations for Secretary and to cast a unanimous ballot for Craig Moriak. Motion carried.**

Set Meeting Date and Time: It was unanimously decided to continue the Highway meetings on the first Thursday of each month at 3:30 p.m.

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

Motion by Voelker and seconded by Luke to approve the minutes of the April 1, 2010 meeting. Motion carried.

PROPOSED BUILDING REVISIONS: Cory Scheidler, Cedar Corporation, presented a proposed plan for remodeling the existing highway facility. The plan included the purchase of additional land, renovation of the existing shop, a shop addition, vehicle storage renovation, heated storage, office addition and new fueling station at a total cost of \$7,935,345. Discussion followed.

It is Cedar Corporation's recommendation that Polk County seek an alternate site as the existing site is less than ideal for this type of renovation and expansion. This is due to limited space, safety concerns, vehicular access, lack of efficiency, and environmental concerns, among other items of concern.

BUILDING UPDATE: Warndahl advised the committee that Cedar Corporation made the same presentation to the Property Committee earlier this week. The fire barrier issue on the new foam insulation in the truck storage area has not been resolved. The pressure washer system is completed but is causing some drainage issues. Office staff has been complaining about an odor in the highway office for some time now. Symptoms noted for the past couple months included nasal congestion, irritated eyes, headache, dizziness, tingling and feeling poorly. Finally, an outside heating vendor determined that the gas line fittings to the furnace in the office ceiling had not been tightened properly. The office staff had been experiencing symptoms of natural gas poisoning. The roof on the shop has been repaired. And the Balsam Lake Commercial Club will be installing fencing purchased by the Highway Department to replace the existing landscaping fencing damaged during snow removal.

2009 ANNUAL REPORT: The committee reviewed the 2009 Annual Report prepared by the Highway Department. Discussion followed on several of the charts included in the report.

Motion by Luke and seconded by Voelker to approve the 2009 Highway Annual Report and to move it to County Board for approval. Motion carried.

AUTHORIZATION TO SEEK RFPs: The Highway Department asked for authorization to seek bids for a 1-Ton crew cab truck, which will replace an existing Highway vehicle. Discussion followed.

Motion by Luke and seconded by Johansen to authorize the department to seek RFPs for a 1-Ton crew cab truck. Motion carried.

The department would also like to seek bids for plow blades for snow and ice removal. Towns and municipalities are encouraged to take advantage of the bid prices and order their blades through the Highway Department. This eliminates the need for Highway to stock blades they do not use or are obsolete.

Motion by Johansen and seconded by Moriak to authorize the department to seek RFPs for plow blades. Motion carried.

WCHA SUMMER HIGHWAY CONFERENCE: Warndahl, Caspersen, Luke and Voelker will be attending the WCHA Summer Highway Conference in Wisconsin Dells on June 7, 8, and 9th.

VOUCHER REVIEW & FINANCIAL REPORTS: The committee reviewed the vouchers paid from March 25 through April 30, 2010.

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

Financial reports distributed included the March Fund Balance, 2010 Tax Levy Distribution, 2009 Equipment Operation Analysis, 1st Quarter Fuel Cost Analysis and the 2009 Paser Ratings and Rating Comparison. Discussion followed and committee members were encouraged to contact the Highway office with any questions.

ADMINISTRATIVE REPORT: Warndahl shared a press release from the department regarding the damage to county and state signs. Glue-on messages stating "No Moore" are being placed on high-reflectivity signs, creating a liability issue for the department. The department is trying to salvage the signs but the glue removal may affect the reflectivity. Replacement of these signs could be quite costly. Highway's construction season will be starting May 10th. Warndahl then updated the committee on prevailing wages and how they are affecting local road improvement projects.

Motion by Johansen and seconded by Luke to go into closed session pursuant to Wi. Stat. 19.85(1)(e) to discuss bargaining and negotiating strategies with regards to the purchase of public lands. Roll call vote taken. Motion unanimously carried.

Motion by Luke and second by Voelker to reconvene in open session.

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

Meeting adjourned at 5:35 p.m.