



MINUTES

Eau Claire County | Committee on Highway

Thursday, February 9, 2023 | 7:30 a.m.

Hybrid Meeting | Eau Claire County Highway Department - Room 101 and WebEx Virtual Teleconference

Committee Members Present: Chair Steve Chilson, ~~Vice Chair Nathan Otto~~, Larry Hoekstra, Judy Gatlin, ~~Mark Beckfield, Nick Smiar (ex-officio)~~

Staff/Others Present: Commissioner Jon Johnson, Assistant Commissioner Brian Spilde, Engineer Travis Pickering, Administrative Associate III Natalie Szews, Risk Manager Sonja Leenhouts, Fiscal Supervisor Kyle Welbes, Corporation Counsel Sharon McIlquham, Finance Director Norb Kirk, Supervisor Dane Zook, Fall Creek Public Works Director Jared McKee

1. Meeting called to order by Chairman Chilson at 7:30 a.m.
2. Roll Call
3. Review/Approval of Past Committee Meeting Minutes (01/12/23) – Discussion/Action
 - Supervisor Gatlin motioned to approve. Motion carried 3-0.
4. Public Comment –None
5. ATV Route Applications for the Town of Brunswick – Discussion/Action
 - Reviewed three ATV Route Applications for the Town of Brunswick.
 - Will need to sign County Highways, about 16 signs will need to be installed.
 - No safety issues found for proposed ATV routes.
 - Supervisor Hoekstra motioned to approve ATV application #1. Motion carried 3-0.
 - Supervisor Hoekstra motioned to approve ATV Application #2. Motion carried 3-0.
 - Supervisor Hoekstra motioned to approve ATV application #3. Motion carried 3-0.
6. Village of Fall Creek – E Randall Rd / CTH AF Cost Share Project – Discussion/Action
 - Fall Creek Public Works Director Jared McKee discussed project on E Randall Rd. / CTH AF.
 - Looking to do cost share agreement between Eau Claire County and Village of Fall Creek with cost estimate of \$100,000.00 for County portion.
 - Would like to complete project in 2023, but willing to move project to 2024.
 - Eau Claire County doesn't currently have money designated for the project. Additional funds may be available from funding savings from scheduled 2023 projects.
 - Supervisor Gatlin motioned to move forward with cost share agreement with project cost savings. Motion carried 3-0.
7. City of Augusta – Bush Brothers Drive / CTH G Cost Share Project – Discussion
 - Discussed water and sewer utility work being done on Bush Brothers Drive / CTH G.

- City of Augusta looking for cost share agreement between Eau Claire County and City of Augusta with cost estimate of \$203,775.00 for County portion.
- Road has heavy Amish and truck traffic, and a lot of settling around manholes. Can look at more durable surface treatments.
- Jon recommended to budget for this project in 2024 since it will be difficult to get funding this year.
- No action taken.

8. 2023 Capital Project Funding – Discussion/Action

- Committee discussed 2023 Capital Project funding. The Highway Department needs to bid out 2023 capital projects by March, or prices will increase substantially. Jon wanted to confirm if the Highway Department can move forward with projects and make sure funding is procured.
- Finance Director Norb Kirk and Corporation Counsel Sharon McIlquham shared that the intent to borrow resolution is being brought to County Board to make sure there is a secure commitment for financing projects.
- Supervisor Zook advised that the Highway Department should be able to move forward with current budget and use bonding for funding since it's in the approved budget. Amendments to the budget need to be brought to the County Board.
- Supervisor Hoekstra motioned to reapprove the capital projects that have been identified and direct the Highway Commissioner to move forward with bidding process for the Capital Projects scheduled in the 2023 budget. Motion carried 3-0.

9. Highway Report

• Highway Commissioner Update – Jon Johnson

- Spring Commissioner Committee Meeting
 - Opportunity for Committee members to attend meeting being held on May 4 in Pierce County.
- New Highway Facility Cleaning Services
 - Sent proposals for cleaning ADRC and admin areas. Received one proposal for \$40,000/year, and another local vendor gave a quote between \$80,000 and \$90,000/year.
 - Discussed looking at creating an in-house custodian position instead of paying for contracted services. May look at using \$40,000 cleaning proposal for 2023, and through budget process for 2024 look at what would be best for proper maintenance and cleaning of the facility.

• Operations Update – Brian Spilde

- State Highway System: Working on guardrail repair, tree removal, road patching, and winter maintenance.
- County Highway System: Working on maintenance and Capital Improvement Project brushing, road patching, snow removal at new facility and Courthouse, and winter maintenance.
- Traffic Maintenance Agreement with WisDOT for STH 85 for sign replacements.
- Shop currently has 25 units that need general maintenance or repairs, over 7 units are waiting on parts, 9 units at outside vendor shops. Everyone is running into issues with shortage of technicians, parts, and equipment.
- Shop is working on trading out units and new green lights have been installed on trucks.

- Staffing: Received two resignations since last committee meeting. Three new Heavy Equipment Operators (HEO) have started and three more offered HEO positions. Currently working on recruiting a mechanic and a Sign & Marking Foreman.
- Finalizing maintenance bids as well as CIP materials and contractor bids.

- **Engineering Update – Travis Pickering**

- Completed internal review of plan sets and Lori is working on revisions for 2023 road projects except for CTH I project. Lori is finishing up plan sets for CTH I project and getting culvert inventory done to get those reviewed and ready to bid out for construction.
- Preparing bid documents for road projects.
- Geotech drilling for 2024 and later projects expected to be completed later this week.
- Met with WisDOT and InQuik bridge systems and are continuing to move forward with CTH V bridge project. WisDOT had concerns with bridge railing, so will be looking at different bridge railing options.
- Working on CTH F, Gravel Pit Road, and CTH D bridge projects.
- Reviewing Sherman Creek crossing structure options for CTH CC project.
- Continuing to work on access and utility permits.

10. Review of Payment Vouchers (01/13/23 to 02/03/23) – Discussion /Action

- Supervisor Gatlin motioned to approve. Motion carried 3-0.

11. Future Meeting Dates/Times/Agenda Items

- Next meeting: Thursday, March 9 at 7:30 a.m. at the Altoona Facility.

12. Adjourn at 8:51 a.m.

Respectfully submitted,

Natalie Szews

Natalie Szews, Administrative Associate III
Eau Claire County Highway Department

APPROVED 03/09/23