Jackson County Highway Department
Committee Meeting
February 22, 2023

01. Call to Order:
Chairman Staff called the meeting to order at 8:30 A.M. in the Conference Room at the Jackson County Highway Department, 119 Harrison Street, Black River Falls, WI on Wednesday, February 22, 2023.

02. Roll Call:
The following Highway Committee members were present: Ed Chamberlain, Charles Jensen, Michael Kunes, Alton Staff, and Adrian Swanson.
Also present:
Jay Borek, Highway Commissioner
Jeff Amo, County Board Chairman
Cindy Altman, County Clerk (appeared via zoom)
Kevin Kamrowski, Operations Manager
Sandi Brandt, Office Manager

03. Approve Committee Meeting Minutes:
The minutes from the meeting on January 18, 2023, were reviewed.
M/S Chamberlain/Swanson to approve the Highway Committee minutes as presented. Carried unanimously.

04. Equipment Update:
#0032 - 2014 Peterbilt Single Axle - unit sent to Peterbilt for transmission limp mode fault. Unit repaired and ran some new wires in trans harness sent back to see if symptom comes back. Unit back in service. Cost - $2,956.72.
#3107 - 2007 Case Grader - unit sent to RLH Welding to extract broken exhaust manifold bolts from head and replace gaskets. Unit back in service. Cost - $1,833.30.
#0073 - 2017 Western Star Tandem Axle - unit went to Murphy's Frame & Axle to replace left rear axle damage and re-align. Unit back in service. Cost - $1,663.73.
#0057 - 2019 Western Star Tandem Axle - unit sent to River States for DEF control valve inoperable. Also, replaced belt and stuck tensioner. Costs covered under warranty. Unit back in service.
#0075 - 2018 Western Star Tandem Axle - unit still in Hixton getting wired and re-plumbed. Costs so far - $16,879.90.

05. Update on Highway Operations (County and State):
Kevin Kamrowski reported on County operations:
The employees have been removing snow and ice; brush mowing on CTH N, X, H, V, VV, and D; cleaning up down trees on CTH X, C, N, E, and K; patching on CTH N and HH; and stockpiling gravel for the CTH HH project at the Bear Bluff Town Shop.

Kevin Kamrowski reported on the State operations:
The employees have been removing snow and ice; cleaning up downed trees (I-94 EB - BRF to Monroe Co.) ; mowing on I-94 EB (NF - BRF); applying mastic on STH 95 (Hixton to Merrillan); and patching on STH 95.

06. Discuss COVID-19:
Nothing new to report.

07. Discuss/Act on Recruitment (Account Clerk) :
The Account Clerk resigned as of 02/10/23.
M/S Swanson/Kunes to proceed with recruitment for Account Clerk. Carried unanimously.

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08. Discuss/Act on Resolution (Retirement):

M/S Chamberlain/Swanson to approve a recognition plaque for Bryan Dux, 21 years of service. Carried unanimously.

09. Discuss/Act on Resolution (Future Highway Facility Plan):

M/S Jensen/Chamberlain to approve a Resolution to develop a future highway department facility plan. Carried unanimously.

10. Discuss/Act on Seasonal Limited Term Employees:

M/S Swanson/Kunes to advertise for up to four seasonal limited term employees for summer operations. Carried unanimously.

11. Discuss/Act on Equipment Bids:

Quotation / Proposal Tabulation Form
(1) Pull Type 17" Wood Chipper
02/09/23 @ 1:00 P.M.

Vendor	Year	Make	Model	Engine	Delivery Date	Warranty-Engine	Warranty-Machine	Unit Cost	Government Discount	Total Cost
LF George, Inc.	2022	Morbark	1621X	140 hp diesel	10 days	5 yr - 5,000 hr.	2 yr. - 3,000 hr.	$105,639.00	$ (5,715.00)	$ 99,924.00
LF George, Inc.	2022	Morbark	1621X	145 hp gas	60 days	5 yr - 5,000 hr.	2 yr. - 3,000 hr.	$ 76,480.00	$ (4,115.00)	$ 72,365.00
Verneer Wisconsin, Inc.	2023	Vermeer	AX17	130 hp diesel	5/15/2023	2 yr. - 2,000 hr.	1 yr. - 1,000 hr.	$134,494.00	$ (18,829.00)	$115,665.00
Verneer Wisconsin, Inc.	2022-demo	Vermeer	AX17	130 hp diesel	3/15/2023	2 yr. - 2,000 hr.	1 yr. - 1,000 hr.	$114,090.00	$ (15,973.00)	$ 98,117.00

M/S Chamberlain/Swanson to accept bid from LF George, Inc. in the amount of $99,924.00 for Morbark Wood Chipper with a diesel engine. Carried unanimously.

Quotation Tabulation
(1) 2 1/2 Yard Dump Box
February 9, 2023 @ 1:15 P.M.

Vendor	Year	Make	Model	Unit Cost	Delivery Date	Warranty	Government Disc	Sub-Total	Total-1 un
Monroe Truck Equipment - no storage compartment	2023	Monroe	D-Series	$21,048.00	90 days A.R.O.	5 year	included	$21,048.00	$ 21,048
Universal Truck Equipment - with storage compartment	2023	Henderson	Mark III	$30,364.00	150 days A.R.O.	2 year	none	$30,364.00	$ 30,364
Universal Truck Equipment - no storage compartment	2023	Henderson	Mark III	$28,364.00	150 days A.R.O.	2 year	none	$28,364.00	$ 28,364

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Quotation Tabulation
(2) Two Storage Compartments
February 9, 2023 @ 1:15 P.M.

Vendor	Year	Make	Model	Unit Cost	Delivery Date	Warranty	Government Disc	Sub-Total	Total-2 un
Monroe Truck Equipment	2023	Buyers	18x18x48	$ 1,052.00	90 days A.R.O.	12 months	included	$ 1,052.00	$ 2,104
Universal Truck Equipment	2023	Buyers	1705105	$ 802.50	75 days A.R.O.	5 year	none	$ 802.50	$ 1,605

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M/S Swanson/Chamberlain to accept low bid from Monroe Truck Equipment, in the amount of $21,048.00 to purchase a 2 1/2 yard dump box and a storage compartment in the amount of $2,104.00. Grand total = $23,152.00. Carried unanimously.

Quotation Tabulation

(2) Two Yard Dump Box

February 9, 2023 @ 1:15 P.M.

Vendor	Year	Make	Model	Unit Cost	Delivery Date	Warranty	Government Disc.	Sub-Total	Total-2 ur
Monroe Truck Equipment	2023	Monroe	D-Series	$ 19,223.00	150 days A.R.O.	5 year	included	$ 19,223.00	$ 38,446
Universal Truck Equipment	2023	Henderson	Mark III	$ 26,564.00	75 days A.R.O.	2 year	none	$ 26,564.00	$ 53,128

(2) Two Storage Compartments

February 9, 2023 @ 1:15 P.M.

Vendor	Year	Make	Model	Unit Cost	Delivery Date	Warranty	Government Disc.	Sub-Total	Total-2 ur
Monroe Truck Equipment	2023	Buyers	BP825524	$ 4,376.00	150 days A.R.O.	None	included	$ 4,376.00	$ 8,752
Universal Truck Equipment	2023	Alum-Line	BP124	$ 5,894.00	75 days A.R.O.	None	none	$ 5,894.00	$ 11,788

M/S Chamberlain/Swanson to accept low bid for (2) two yard dump boxes from Monroe Truck Equipment in the amount of $38,446 and two storage compartments in the amount of $8,752.00. Grand total = $47,198.00. Carried unanimously.

12. **Discuss/Act on Purchase Machine Shop Equipment:**
M/S Swanson/Chamberlain to grant approval to upgrade machine shop equipment (horizontal lathe and mill) for spending up to $70,000. Carried unanimously.

13. **Discuss/Act on Purchase Traffic Counter:**
M/S Jensen/Swanson to approve the purchase a traffic counter with a two year warranty in the amount of $4,740.00. Carried unanimously.

14. **Discuss/Act on CTH N Structures R/W Acquisition:**
Highway Commissioner updated the Committee on right-of-way acquisitions on CTH N. The total amount of money was $550.00 for three landowners. Also, one landowner wants to install a cattle pass which would be a cost to the landowner.

15. **Approve Vouchers:**
The Committee reviewed the vouchers presented for payment.
M/S Chamberlain/Swanson to approve the vouchers in the amount of $263,495.02. Carried unanimously.

16. **Office Manager's Report:**
The 2022 year-to-date financial analysis was presented by Sandi Brandt, Office Manager.

17. **Highway Commissioner's Report (Construction Update):**
*Commissioner Borek informed the Committee on a shared expense - $58,084.00 for culvert aid for the Town of Bear Bluff. This is for Cranberry Road culvert replacement emergency repair.

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18. **Employee Conferences, Training, and/or Seminars:**
Highway Commissioner stated 2023 Commissioner's/Committee Spring training will be in Ellsworth on May 4, 2023.

19. **Set/Confirm future Highway Committee Dates:**
The following meeting dates have been set for the Highway Committee:
March 22, 2023 @ 8:30 A.M.
April 19, 2023 @ 8:30 A.M.

20. **Closed Session: Convene into closed session pursuant to Wis. Statute 19.85 (1) (c) - Employee Evaluation:**
M/S Jensen/Swanson to go into closed session at 10:25 A.M. Carried unanimously.

21. **Motion to return to open session to complete remaining agenda items:**
Committee returned to open session at 10:39 A.M.

22. **Adjournment:**
M/S Jensen/Swanson to adjourn the meeting. Meeting adjourned at 10:40 A.M. Carried unanimously.