

**Jackson County Highway Department  
Committee Meeting  
May 17, 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, May 17, 2023.

**02. Roll Call:**

The following Highway Committee members were present: Ed Chamberlain, Charles Jensen, Alton Staff, and Adrian Swanson. Mike Kunes was excused.

Also present:

Jay Borek, Highway Commissioner  
Jeff Amo, County Board Chairman  
Kevin Kamrowski, Operations Manager  
Joe Rowekamp, Patrol Supt.  
Sandi Brandt, Office Manager

**03. Approve Committee Meeting Minutes:**

The minutes from the meeting on April 19, 2023, were reviewed.

**M/S** Chamberlain/Swanson to approve the Highway Committee minutes as presented. Carried unanimously.

**04. Equipment Update:**

#2138 - 2014 950k CAT - at Fabick Cat in La Crosse to charge ride control accumulators, re-seal front brakes in differential and perform 5,000 hour service by changing DPF. Found cracked EGR cooler and bad EGR manifold while removing exhaust system. Unit back in service. Cost - \$22,551.72.

#0043 - 2009 Mack tri-axle truck - at Murphy's for tweaked frame and realignment causing radiator to leak from running right hand wing. Unit back in service. Cost = \$767.48.

#0075 - 2018 Western Star Tandem Axle - unit is back from Hixton Enterprises. Cost as of 05/04/23 = \$29,740.74. Unit will be going to Universal to finish replacing hinge pin/bushings, polish box, and undercoat frame.

**05. Update on Highway Operations (County and State):**

Kevin Kamrowski reported on the County operations:

The employees have been cleaning up down trees; reclaiming shoulders; spraying growth retarder; hauling gravel for the CTH HH project; washing county bridges; and repairing guardrail.

Joe Rowekamp reported on the State operations:

The employees have been repairing damages to median/shoulders on I-94; removing snow equipment; washing bridges; patching on STH 95; and crack filling on I-94 - Hixton to Northfield.

**06. Closed Session: Convene into closed session pursuant to Wis. Statute 19.85 (1) ©:**

**M/S** Swanson/Chamberlain to go into closed session. Carried unanimously.

**07. Motion to return to open session to complete remaining agenda items:**

**M/S** Jensen/Swanson to approve the discussion which was took place in closed session. Carried unanimously.

**08. Discuss/Act on Sale of Used Equipment:**

Commissioner Borek presented a list of equipment which needs to be sold.

**M/S** Chamberlain/Swanson to approve the sale of used equipment listed and sell on the WI Surplus website. Carried unanimously.

**09. Discuss/Act on CTH F (Class B Highway):**

Discussed heavy traffic using CTH F as a pass through during STH 95 bridge construction.

**M/S** Chamberlain/Swanson to approve a temporary Class B highway on CTH F (on both ends). Carried unanimously.

**10. Discuss/Act on Brightspeed Account:**

Highway personnel to assess the Brightspeed bill for the Shop - 23 Harrison Street.

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**11. Approve Vouchers:**

The Committee reviewed the vouchers presented for payment.

**M/S Jensen/Swanson** to approve the vouchers in the amount of \$160,096.40. Carried unanimously.

**12. Office Manager's Report:**

The 2023 year-to-date financial analysis was presented by Sandi Brandt, Office Manager.

**13. Highway Commissioner's Report (Construction update):**

\*Commissioner Borek stated the CTH N bridge will be under construction starting on July 11th.

\*The pre-construction meeting for the CTH O realignment project will be held on May 19th. The construction schedule is taking place sooner than expected.

\*Commissioner discussed the CTH O corner realignment and the tie in project.

\*The CTH HH project - the crew is hauling base from the stockpile. Also, ditching and updating driveways is being worked on.

**14. Employee Conferences, Training, and/or Seminars (NWR Damage Claims Training):**

Highway Commissioner stated the North West Region will conduct Damage Claims Training in Superior and Eau Claire in May.

**M/S Jensen/Swanson** to approve the training request for Sandi Brandt and Peggy Vian. Carried unanimously.

**15. Set/Confirm future Highway Committee Dates:**

The following meeting dates have been set for the Highway Committee:

June 14, 2023 @ 8:30 A.M.

July 20, 2023 @ 8:30 A.M.

**16. Adjournment:**

**M/S Jensen/Swanson** to adjourn the meeting. Meeting adjourned at 10:07 A.M. Carried unanimously.