

**Jackson County Highway Department  
Committee Meeting  
10/18/2023**

**1. Call to Order:**

Chairman Staff called the meeting to order at 8:38 A.M. in the Conference Room at the Jackson County Highway Department, 119 Harrison Street, Black River Falls, WI on Wednesday, October 18, 2023.

**2. Roll Call:**

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

Also present:

Jay Borek, Highway Commissioner  
Joe Rowekamp, Patrol Superintendent  
Kevin Kamrowski, Operations Manager  
Sandi Brandt, Accountant/Office Manager  
Bill Laurent, County Board Member  
Eric Robers, Jackson County Resident

**3. Approve Committee Meeting Minutes:**

The minutes from the meeting on September 20, 2023 were reviewed.

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

**06. Discuss/Act on Driveway Request**

Eric Robers stated his position of opposition to limited driveways per one parcel. Commissioner Borek stated his position of following consistent policy with driveway permits he approves.

**M/S** Chamberlain/Staff to approve the new driveway permit, require removal of the old driveway by 06/30/2024, or the Highway Department will remove it at the landowner's expense. Motion carried with one vote in opposition (Kunes).

**4. Equipment Update:**

- ▶ #0048 - 2014 Mack Tri-Axle Truck: sent to Hixton for 7th injector service. Found rotted off DEF lines and exhaust pipes rotted at clamps while inspecting. Unit is back in service. Cost = \$7,241.50
- ▶ #0086 - 2010 Mack Tri-Axle Truck: sent to Hixton for 7th injector service. Unit is back in service. Cost = \$935.29
- ▶ Plows and wings back from Gerdes that were to be blasted and painted. Cost = \$6,000.00
- ▶ First new 2023 Ford F-550 is in from LaCrosse Truck Center and delivered to Monroe for upfitting. Cost = \$55,307.50
- ▶ New 2023 trailer build by Gerdes is in. Cost = \$14,868.00
- ▶ Milltronics MB20 Milling Machine has arrived awaiting electrical bids to have wired up. Cost = \$39,600.00

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

Kevin Kamrowski reported on the County operations:

- ▶ Finished up fall mowing
- ▶ Replaced culverts on CTH H
- ▶ Mastic on CTH N
- ▶ Paved boat parking lot at East Arbutus Campground

**Jackson County Highway Department  
Committee Meeting  
10/18/2023**

*Projection for next month:*

- ▶ Pave CTH N projects
- ▶ Finish up installing culverts on CTH H
- ▶ Start hauling winter sand
- ▶ Install snowplowing equipment

Joe Rowekamp reported on the State operations:

- ▶ Received all salt for State
- ▶ Chips and oil crosscracks STH 12 north of Black River Falls
- ▶ Shoulder work I-94
- ▶ Worked routine maintenance list

*Projection for next month:*

- ▶ Chips & oil crosscracks STH 12
- ▶ Brushing mowing STH 54
- ▶ Finish shoulder work I-94
- ▶ Start preparing Interstate trucks for winter season

**07. Discuss/Act on Truck Bids (Tandem Axle and Tri-Axle)**

M/S Swanson/Jensen to purchase a Freightliner Tandem Axle truck, including extended warranty, from River States Truck & Trailer in the amount of \$ 157,415. Carried unanimously.

M/S Chamberlain/Swanson to purchase two (2) Freightliner Tri-Axle trucks from River States Truck & Trailer, including extended warranty, in the amount of \$ 157,620 each. Carried unanimously.

**08. Discuss/Act on Sale of Used Equipment (Ton Truck #0070)**

M/S Swanson/Jensen to sell truck #0070 utilizing the Wisconsin Surplus Online Auction. Carried unanimously.

**09. Approve Vouchers**

M/S Chamberlain/Swanson to approve the vouchers in the amount of \$ 420,077.84 Carried unanimously.

**10. Office Manager's Report**

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

**11. Highway Commissioner's Report**

- ▶ Commissioner Borek presented a Construction Plan to the Committee

**12. Employee Conferences, Training, and/or Seminars:**

Commissioner Borek updated the Committee on upcoming training:

- ▶ Winter Road School - January 22, 2024-January 24, 2024

M/S Swanson/Jensen to have Commissioner Borek attend Winter Road School. Carried unanimously.

**16. Set/Confirm future Highway Committee Dates**

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

November 17, 2023 @ 8:30 A.M. ; December 13, 2023 @ 8:30 A.M.

**17. Adjournment**

M/S Jensen/Swanson to adjourn the meeting. Meeting adjourned at 10:54 A.M. Carried unanimously.