

Jackson County Highway Department
Committee Meeting
September 18, 2024

1. Call to Order

Chairman Chamberlain 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, September 18, 2024.

2. Roll Call

The following Highway Committee members were present: Ed Chamberlain, Mike Kunes, John Higgins, Mike Beck and David Holen.

Jay Borek, Highway Commissioner
Ann Klieforth, Accountant/Office Manager
Jeff Amo, County Board Chairman
Cindy Altman, County Clerk

3. Approve Committee Meeting Minutes

The minutes from the meeting on August 28, 2024, were reviewed.

M/S Kunes/Higgins to approve the Highway Committee minutes as presented. Carried unanimously.

4. Equipment Update

- ▶ #0087 – 2013 Mack Tri-Axle: Sent to Mid-States for transmission replacement last month. Invoiced result is \$17,368.98 with a new started included. Unit has been back in service.
- ▶ The recent auction with Wisconsin Surplus concluded this month totaling \$31,512.01, with the Case motor grader not selling, reaching a top bid of \$8,875, under the \$10,000 reserve. Highlights: Chevy 1 ton dump trucks, \$6,800 and \$6,975; Mack tandem chassis, \$4,951; Crafcro melter, \$2,525; and all lots of guard rail sold for a bit over \$1,000.
- ▶ Request to list and sell the Lowboy trailer and Case grader with Integrity Sales & Auction (ISA) In their upcoming October 9th – 11th heavy equipment and truck consignment sale, depending on the status of the new trailer.
- ▶ New Plow Truck Update: Second new 2025 Freightliner 114SD is ready at Premier Truck. Riley will be inspecting it today for pick up. The tandem axle truck will be forwarded to Universal Truck Equipment and will have an estimated completion of February/March 2025.

5. Update on Highway Operations (County and State)

Commissioner Borek reported on County operations for Kevin Kamrowski:

- ▶ Applied mastic on CTH A, rubber filled cracks on CTH O, chips and oil on CTH N, replaced culverts and cleaned ditches on CTH N and prepped and began paving on CTH H.

Projection for next month:

- ▶ Finish paving on CTH H, pave the intersections on CTH H, shoulder on CTH H and replace culverts on CTH N.

Commissioner Borek reported on State Operations for Joe Rowekamp:

- ▶ Crack filled on STH 12 south, hauled hot mix to CTH H, chips and oil on I-94 and STH 12 north and ditched on STH 54 & STH 108.

Projection for next month:

- ▶ Continue hauling hot mix to CTH H, concrete repair on I-94, replace culvert on STH 54, receive salt for early fill and crack fill on STH 12 south.

6. Discuss/Act Plow Blade Purchase

Committee reviewed the blade quote results.

M/S Higgins/Beck accept the bid from Grey's Inc in the amount of \$27,974.00. Carried unanimously.

7. Discuss/Act on Loader Lease (Rest Area)

M/S Higgins/Kunes to lease the loader from Har-Mur for \$2,475.00 per month. Carried unanimously.

8. Discuss/Act on Purchase Forks (Loader)

M/S Higgins/Holen to purchase the loader forks in the amount of \$6,450.00. Carried unanimously.

9. Discuss/Act on 2025 Highway Operations Budget

Commissioner Borek presented the proposed budget for the 2025 operating year for the Highway Department, noting the need for a plan for sustainability for county highway improvements in future budgets.

M/S Kunes/Beck to forward the budget as presented to the Executive and Finance Committees contingent on fund balance availability; and as an alternative, reserve the option to reduce the equipment purchases to allow for that funding to be used in covering any budget shortfalls. Carried unanimously.

10. Approve Vouchers

M/S Chamberlain/Higgins to approve the vouchers in the amount of \$517,956.19. Carried unanimously.

11. Office Manager's Report

The 2024 year-to-date financial analysis was presented by Ann Klieforth, Accountant/Office Manager.

12. Highway Commissioner's Report

- ▶ Commissioner Borek spoke with the Committee to set up a Special Highway Committee meeting where results of the Facility Space Needs Study can be presented in a location which could better accommodate any other County Board members who would like to attend. Decision was made to have a special meeting in the County Board room at the Courthouse.
- ▶ Commissioner Borek updated Committee on recent activity of highway right-of-way encroachments.

13. Employee Conferences, Training and/or Seminars

Commissioner Borek asked to attend the Tribal Transportation Conference in Wisconsin Dells.

M/S Kunes/Higgins to send the Commissioner to the conference. Carried unanimously.

Commissioner Borek informed the Committee about the upcoming Fall District Meeting in Taylor County.

Commissioner Borek asked to send Ann Klieforth to WisDOT and CHEMSPRO Annual Highway Training.

M/S Higgins/Beck to send Ann to the annual training. Carried unanimously.

14. Set/Confirm Future Highway Committee Dates

September 17, 2024 @ 10:00 A.M. (Special Highway Committee Meeting in the County Board Room)

September 18, 2024 @ 8:30 A.M

October 16, 2024 @ 8:30 A.M

15. Adjournment

M/S Higgins/Holen to adjourn the meeting. Carried unanimously and meeting adjourned at 10:36 A.M.