

Jackson County Highway Department
Committee Meeting
October 16, 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, October 16, 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
Kevin Kamrowski, Operations Manager/Patrol Superintendent
Joe Rowekamp, Patrol Superintendent
Jeff Amo, County Board Chairman
Cindy Altman, County Clerk

3. Approve Committee Meeting Minutes

The minutes from the meeting on September 18, 2024, were reviewed.

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

4. Equipment Update

- ▶ #0051 – 2025 Freightliner 114SD: Received at Premier Truck and will be inspected by Riley on October 17. Upon inspection it will be taken to Universal Truck Equipment.
Cost-to-date: \$157,620.00
- ▶ #0096 – 1996 Dynaweld Lowboy Trailer: At auction with Integrity Sales & Auction, sold for \$23,500.00.
- ▶ #3107 – 2007 Case Grader was not sold, with a top bid of \$8000.00. We plan to leave the unit at Integrity, under the ‘Buy Now’ option for the \$10,000.00 reserve price. There is a December consignment auction, where it can be re-listed.

5. Update on Highway Operations (County and State)

Kevin Kamrowski, Operations Manager, reported on County operations:

- ▶ Chips and oil on CTH N, replaced culverts on CTH N, hauled tailings on the bike trail for the Parks Department, dug out soft spots and repaved on CTH M and started fall mowing.

Projection for next month:

- ▶ Chips and oil on CTH M, finish installing culverts of CTH N, pave over culverts on CTH N and start hauling sand and mixing salt sand.

Joe Rowekamp, Patrol Superintendent, reported on State Operations:

- ▶ Replaced culvert on STH 54, foam jacking on an approach on USH 10, received all state salt, and crack filled on STH 12 south.

Projection for next month:

- ▶ Asphalt and concrete repair on I-94, finish crack filling on STH 12 south, chips and oil on STH 12 north, mastic on STH west of Northfield and install a culvert liner on STH 54/CTH H.

6. Discuss/Act Facility Needs Study

Commissioner Borek reviewed the proposal from Barrientos Design & Consulting for a 10% Design of the Facility Needs Study. No action was taken, giving the Committee time to review and act at the next regular meeting. The Committee requested a cost breakdown for the scope of work included in the proposal.

7. Discuss/Act on Purchase Office Furniture

M/S Higgins/Beck to purchase office furniture in the amount of \$2,897.36. Carried unanimously.

8. Discuss/Act on Mutual Aid Agreement (City Point)

Commissioner Borek reviewed the mutual aid agreement with the Committee for CTH Z winter maintenance.

M/S Higgins/Holen to approve mutual aid for CTH Z for the 2024-2025 winter season. Carried unanimously.

9. Approve Vouchers

M/S Higgins/Beck to approve the vouchers in the amount of \$295,654.67. Carried unanimously.

10. Office Manager's Report

The 2024 year-to-date financial analysis was presented by Commissioner Borek.

11. Highway Commissioner's Report

- ▶ Updated Committee on the status of the CTH O corner realignment project at the McKenna Rd intersection. WisDOT is negotiating repairs.

12. Employee Conferences, Training and/or Seminars

None at this time.

13. Set/Confirm Future Highway Committee Dates

November 20, 2024 @ 8:30 A.M

December 18, 2024 @ 8:30 A.M

14. Motion to Closed Session State Statute 19.85 (1)(c) Employee Status

Committee entered into closed session at 9:42 A.M.

15. Discuss/Consider Reconvening to Open Session for the Purpose of Discussion and Possible Consideration on the Matter Entertained/Discussion in Closed Session.

Committee reconvened into open session at 10:56 A.M. No action taken.

16. Adjournment

M/S Higgins/Beck to adjourn the meeting. Carried unanimously and meeting adjourned at 10:57 A.M.