

Jackson County Highway Department
Committee Meeting
December 17, 2024

1. Call to Order

Chairman Chamberlain called the meeting to order at 8:32 A.M. in the Conference Room at the Jackson County Highway Department, 119 Harrison Street, Black River Falls, WI on Tuesday, December 17, 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
Ann Klieforth, Accountant/Office Manager
Jeff Amo, County Board Chairman
Jessica McDonald, Director of Human Resources
Scott Whitsett, Jewell Associates Engineers

3. Approve Committee Meeting Minutes

The minutes from the meeting on November 20, 2024, were reviewed.

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

4. Discuss/Act on Additional County Hwy. & River Crossing Study [Original Agenda Item #6]

Discussion on options for the projected river crossing study was moved ahead of the Equipment and County/State Updates to accommodate the presenter's schedule. General project location overview was presented by Scott Whitsett, representative from Jewell Associates Engineering. Options were discussed and three locations were selected, based on several criteria, to be presented at the Public Information Meeting at the DHHS building on January 15, 2025.

5. Equipment Update [Original Agenda Item #4]

- ▶ #0086 – 2010 Mack Tri-Axle: Sent to Murphy's Frame & Axle for broken wing side leaf spring pack and alignment. Unit is back in service. Cost: \$2,006.00
- ▶ #0032 – 2014 Peterbilt Single Axle: Sent to Murphy's Frame & Axle for alignment. Unit is back in service. Cost: \$419.90
- ▶ #0057 – 2019 Western Star Tandem Axle: Sent to Murphy's Frame & Axle for alignment. Unit is back in service. Cost: \$419.90
- ▶ New Snap-On wheel balancer has been delivered, waiting for the Technician to visit and set up the machine for use. Cost: \$6,171.00
- ▶ The 2007 CASE Motor Grader sold at Integrity Sales & Auction in Merrill, WI for \$16,000 on December 6, 2024.

6. Update on Highway Operations (County and State) [Original Agenda Item #5]

Kevin Kamrowski, Operations Manager, reported on County operations:

- ▶ Mowed and chipped brush on CTH N, installed snow fence in various locations which have been problematic in the past and worked on snow and ice removal.

Projection for next month:

- ▶ Continue to mow and chip brush on various County roads, tree removal on CTH N and continue to remove snow and ice as needed.

Joe Rowekamp, Patrol Superintendent, reported on State Operations:

- ▶ Remove snow and ice, applied brine, mowed brush on I-94, STH 27 and STH 54, applied chips and oil on STH 95 between Hixton and Alma Center, and installed snow fence at the intersection of STH 95/STH 121.

Projection for next month:

- ▶ Snow and ice removal, mow brush on I-94 to clean up the fence line, remove trees in the Right-of-way on STH 121 in shady areas and apply brine prior to storm events.

7. Discuss/Act on 1-1/4” Gravel Delivery Bids

Commissioner Borek reviewed bid results with Committee and discussed delivery and hauling options. M/S Higgins/Holen to reject all bids and do the stockpile hauling with our own trucks. Carried unanimously.

8. Discuss/Act on Purchase of Brine Equipment (2025 Trucks)

Commissioner Borek discussed the quote for the 2025 plow trucks brine equipment and recommended purchasing the equipment.

M/S Higgins/Beck to purchase brine equipment for the 2025 plow trucks in the amount of \$47,229.00. Carried unanimously.

9. Approve Vouchers

M/S Higgins/Kunes to approve the vouchers in the amount of \$881,093.88. Carried unanimously.

10. Office Manager’s Report

The 2024 year-to-date financial analysis was presented by Ann Klieforth.

11. Highway Commissioner’s Report

- ▶ Updated Committee on the CTH N STP project. There were seven bids, the lowest being \$3,846,694.01 and the highest being \$4,373,704.14. WisDOT will award the bid.

12. Employee Conferences, Training and/or Seminars

Commissioner Borek reminded the Committee of the upcoming Winter Highway Conference in Wisconsin Dells on January 13, 2025-January 15, 2025, and to confirm that Kevin Kamrowski would be attending.

15. Set/Confirm Future Highway Committee Dates

Wednesday, January 22, 2025 @ 8:30 A.M

Wednesday, February 19, 2025 @ 8:30 A.M

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

M/S Higgins/Kunes to enter into closed session at 10:06 A.M.

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

M/S Kunes/Holen to reconvene into open session at 10:14 A.M.

M/S Beck/Holen to accept Commissioner Borek’s retirement resignation.

18. Adjournment

M/S Higgins/Holen to adjourn the meeting. Carried unanimously and meeting adjourned at 10:43 A.M.