

**Jackson County Highway Department**  
**Committee Meeting**  
**January 17, 2024**

**1. 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, January 17, 2024.

**2. Roll Call**

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

Jay Borek, Highway Commissioner  
Joe Rowekamp, Patrol Superintendent  
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 December 13, 2023, were reviewed.

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

**4. Equipment Update**

- ▶ #0024 – 2011 Ford F-250 Pickup: Sent to La Crosse Truck Center for bad ECM. Unit is back in service. Cost = \$2,387.68
- ▶ #0063 - The first new Ford F550 was returned from Monroe Truck Equipment. Cost = \$23,599.00
- ▶ The second Ford F550 truck will be sent to Monroe Truck Equipment for upfitting.

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

Kevin Kamrowski reported on County operations:

- ▶ Hauled fill to widen CTH H
- ▶ Brush mowing at the landfill
- ▶ Fixed washouts on CTH H and CTH X
- ▶ Plowed, sanded and salted

Projection for next month:

- ▶ Plow, salt and sand
- ▶ Chip downed trees
- ▶ Brush mowing

Joe Rowekamp reported on State Operations:

- ▶ Brush mowing on STH 54/95/121
- ▶ Removed trees along STH 95
- ▶ Patched various locations
- ▶ Snow and ice removal

Projection for next month:

- ▶ Snow and ice removal

- ▶ Windrow snow for snow fence in various locations
- ▶ Mow brush on STH 95/121
- ▶ Tree and brush cleanup

**6. Discuss / Act on 10 Hour Work Days**

M/S Chamberlain/Swanson to approve the ten (10) hour work day schedule from April 1, 2024 through October 31, 2024. Carried unanimously.

**7. Discuss / Act on Gravel Delivery Bids**

Commissioner Borek presented the bid tabulations for 1 ¼” crushed aggregate, delivered to the lower shop for use on the CTH H reconditioning project in 2024.

M/S Chamberlain/Swanson to accept the bid from Opelt Sand & Gravel at \$11.98 per ton. Carried unanimously.

Jackson County Highway Department				
15,000 tons of State Gradation 1 1/4", Crushed Stone or Gravel				
Bid Opening 11/12/2024 @ 1:00 P.M.				
Vendor	Quantity	Price per Ton	Total Cost	
Gerke Excavating, Inc.	15,000	\$ 14.90	\$ 223,500.00	
<i>King Pit; 20102 King Rd, Tomah, WI 54660</i>				
Opelt Sand & Gravel				
<i>Opelt Pit; N2177 Opelt Ave, Neillsville, WI 54456</i>				
Direct Haul	15,000	\$ 14.13	\$ 211,950.00	
Backhaul	15,000	\$ 11.98	\$ 179,700.00	

**8. Discuss / Act on Resolution (County Highway River Crossing Feasibility Study Funds)**

Commissioner Borek read the proposed resolution to the Committee and discussed the use of ATC Funding.

M/S Swanson/Kunes to approve the resolution and forward it to the County Board. Carried unanimously.

**9. Discuss / Act on CTH V Bridge (Professional Service Agreement)**

M/S Chamberlain/Swanson to approve a Professional Service Agreement with Jewell & Associates for the CTH V bridge design. Carried unanimously.

**10. Approve Vouchers**

M/S Chamberlain/Swanson to approve the vouchers in the amount of \$226,208.57. Carried unanimously.

**11. Office Manager’s Report**

The 2023 year-to-date financial analysis was presented by Ann Klieforth, Acct/Office Manager.

**12. Highway Commissioner’s Report (Facility Study Update)**

Commissioner Borek presented the results of the initial proposals to the Committee and distributed copies of each proposal for review. Proposal selection will be on the agenda at the February meeting.

**13. Employee Conferences, Training and / or Seminars**

Commissioner Borek and Kevin Kamrowski were invited to the CASE proving grounds at the Tomahawk Customer Center in Tomahawk, Wisconsin.

**M/S** Chamberlain/Swanson to send Commissioner Borek and Kevin Kamrowski to Tomahawk. Carried unanimously.

**14. Set / Confirm Future Highway Committee Dates**

February 21, 2024 @ 8:30 A.M.

March 27, 2024 @ 8:30 A.M.

April 24, 2024 @ 8:30 A.M.

**15. Adjournment**

**M/S** Jensen/Swanson to adjourn the meeting. Carried unanimously and meeting adjourned at 9:38 A.M.