

# Richland County

## Public Works Standing Committee | Agenda

March 7, 2023

### NOTICE OF MEETING

Please be advised that the Richland County Public Works Standing Committee will convene at 4:00 p.m., **Thursday, March 9<sup>th</sup>, 2023** in the Richland County Board Room, 181 W. Seminary Street.

- **WebEx Videoconference, WebEx Teleconference, or Join by Phone** meeting access information at:  
<https://administrator.co.richland.wi.us/minutes/public-works/>

If you have any trouble accessing the meeting, please contact MIS Director Barbara Scott at 608-649-5922 (phone) or [barbara.scott@co.richland.wi.us](mailto:barbara.scott@co.richland.wi.us) (email), or Public Works Standing Committee Chair Steve Williamson at (608)574-5520 (phone/text) or [steve.williamson@co.richland.wi.us](mailto:steve.williamson@co.richland.wi.us) (email).

#### **Agenda:**

1. Call to Order
2. Proof of notification
3. Agenda Approval
4. Previous Meeting Minutes\*
5. Public Comment

#### **Administrative Report:**

6. Courthouse
  - a. Maintenance Report\*
7. MIS
  - a. Administrative Report
8. Highway
  - a. Administrative Report
  - b. Monthly Paid Bills\*

#### **Action Items:**

9. Discussion and Possible Action on Recommending a Change to the Richland County Committee Structure Document\* [Admin]
10. Discussion and Possible Action on a Courthouse Vehicle [Admin]
11. Discussion and Possible Action on Reviewing and Awarding 2023 Bids\* [Hwy]
  - a. Bid Review|Award: *Garage Doors*
  - b. Bid Review|Award: *Fuel*
12. Discussion and Possible Action on Purchase/Replacement of Fleet Vehicles or Equipment [Hwy]
  - a. Lowboy Trailer
13. Discussion and Possible Action on 2023 Equipment Replacement [Hwy]
14. ***Discussion and Possible Action on the Consideration of County Website and Meeting Management [MIS]***

#### **Closing:**

15. Future Agenda Items
16. Adjournment

**\*\*Items in Bold have been Added and/or Modified and Items with a Strike have been Removed from Agenda\*\***

\*Meeting materials for items marked with an asterisk may be found at: <https://administrator.co.richland.wi.us/minutes/public-works/>

# Richland County

## Public Works Standing Committee | Meeting Minutes

February 21, 2023

The Richland County Public Works Standing Committee met on Thursday, February 9<sup>th</sup>, 2023, in the Richland County Board Room, at 181 W. Seminary St., Richland Center, WI 53581.

### Roll Call:

	Present	Absent		Present	Absent		Present	Absent
Josh Elder	✓	□	Daniel McGuire	✓	□	Marc Couey	✓	□
Lisa Mueller	✓	□	Steve Carrow	✓	□	Julie Fleming	✓	□
Randy Nelson	✓	□	Richard McKee	✓	□	Clinton Langreck	✓	□
Barb Scott	✓	□	Gary Manning	✓	□	Cheryl Dull	✓	□
Jason Marshall	□	✓	Chad Cosgrove	✓	□	Jeffrey Even	✓	□
John Couey	□	✓	Steve Williamson	✓	□	Michael Windle	□	✓

### 1. Call to Order

Committee Chair Williamson called the meeting to order at 4:00 p.m.

### 2. Proof of Notification

Committee Chair Williamson verified with Commissioner Elder that the meeting had been properly noticed.

### 3. Agenda Approval

Motion: Moved by Supervisor Couey, seconded by Vice Chair Cosgrove to approve the twenty point[20-point] agenda. All voting aye, motion carried.

### 4. Previous Meeting Minutes

Motion: Moved by Supervisor Couey, seconded by Supervisor McKee to approve and accept the previous meeting minutes. All voting aye, motion carried.

### 5. Public Comment

Discussion: No Public Comment

### 6. Courthouse

#### a. Maintenance Report

- Courthouse:
  - Key Project: Inventory of keys has been completed. Five[5] Doors will be rekeyed/restricted. Considering having vendors come in for presentations.
  - DOJ Grand: New applications.
  - Land/Zoning Move: EMS has vacated the Conference room which will allow for the painting to take place at the end of February. Estimated cost of \$1,885.00.
  - New/Replacement Doors: Installation of new Courtroom door is still underway.
  - Window Replacement: Windows were measured back at the end of December and have currently moved onto the ordering process.
  - Administration Move: Moves have been completed.
  - Small Courtroom: Exploring the possibility of updating/improving video conferencing capabilities.
  - DMV Kiosk: Public self-service now located on the 1<sup>st</sup> floor.
  - Mailbox: Moving the mailbox to new location on 1<sup>st</sup> floor.
  - Register & Probate Window Speaker: Installation completed.
- UW Campus Coppertop: Bids are due February 3<sup>rd</sup> for the roof. A recommendation will be prepared and presented to the Education Committee.
- Land Swap: The Pine Valley farm lease and land swap project. Project Status: Suspended until the CTH O project has been completed.

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**b. Radio Tower Project – Greenfield Site Near Keysville**

Discussion: Greenfield site location is CTH N & Keysville Ridge Drive. At this location the County owns 2.44 acres and is hoping this is a viable location to construct a new Radio Tower. First step would be to make sure the undeveloped land is a viable option to move forward with construction.

Motion: Moved by Supervisor Couey, Seconded by Supervisor Manning to researched the undeveloped land for future construction. All voting aye, motion carried.

**7. MIS**

**a. Administrative Report**

Discussion: Currently working a lot with the Radio Tower Project as well as on a new Software Project.

**8. Highway**

**a. Administrative Report**

Discussion: No Update | Report given at this time.

**b. Highway Monthly Paid Bills**

Motion: Moved by Supervisor Carrow, seconded by Supervisor Couey to approve and accept the total of \$299,908.97 for the monthly paid bills for the Highway Department.

All voting aye, motion carried.

**9. Discussion and Possible Action on JamF Renewal [MIS]**

Discussion: JamF is software that is used on iPads | iPhones that limits or controls websites and availability or access.

Motion: Moved by Supervisor Couey, Seconded by Supervisor Carrow to approve the 1-year contract renewal of JamF for the estimated budgeted cost of \$10,400.

All voting aye, motion carried.

**10. Discussion and Possible Action on Barracuda Renewal [MIS]**

Discussion: Barracuda is a software that is used to archive e-mails as well as block potentially dangerous sites or spam e-mails.

Motion: Moved by Supervisor Couey, Seconded by Vice Chair Cosgrove to approve the renewal contract of Barracuda for the estimated budgeted amount of \$22,054.80.

All voting aye, motion carried.

**11. Discussion and Possible Action on Reassessment of Tax Deed Parcel #006-0634-4100-Town of Buena Vista [Treasury]**

Discussion: Tax Deed parcel #006-0634-4100 in the Township of Buena Vista was acquired by the County through foreclosure. This parcel had been advertised for bids to be submitted by January 12, 2023. The County had received no interest in the parcel as no bids or inquiries were received. This property is being presented again to Public Works Committee to re-assess the value for sale and to set the minimum bid of \$1,000.00 with a 3-year deadline to get the property up to code. Deadline is by the April 6, 2023 meeting.

Motion: Moved by Supervisor McKee, Seconded by Supervisor Couey to set the minimum bid to \$1,000.00 with a 3-year timeline to get the property up to code as well as a bid submission deadline of April 6, 2023.

All voting aye, motion carried.

**12. Discussion and Possible Action on Acquisition of Tax Deed Parcels [Treasury]**

**a. Tax Deed Parcel #020-4212-4200 -Town of Orion**

Discussion: Tax Deed parcel #020-4212-4200 in the Township of Orion has fallen into severe tax delinquency with efforts to contact the property owners. Property tax delinquency total of \$3,151.29 located at 22561 Thiede Road. The next step would be to pursue taking ownership of the tax deed foreclosure.

Motion: Moved by Supervisor Carrow, Seconded by Supervisor Manning to move forward with the tax deed foreclosure and pursue tax deed possession per WI Stat. 75.14.

All voting aye, motion carried.

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### b. Tax Deed Parcel #186-1833-1470 -Village of Viola

Discussion: Tax Deed parcel #186-1833-1470 in the Village of Viola has fallen into severe tax delinquency with efforts to contact the property owners. Property tax delinquency total \$4,743.42 and is located at 204 East Wisconsin Street. The next step would be to pursue taking ownership of the tax deed foreclosure.

Motion: Moved by Supervisor Couey, Seconded by Vice Chair Cosgrove to move forward with the tax deed foreclosure and pursue tax deed possession per WI Stat. 75.14.

All voting aye, motion carried.

### 13. Discussion and Possible Action on Reviewing and Awarding 2023 Bids [Hwy]

#### a. Bid Review | Award: Two[2] 2024 Tandem Axel Plow Trucks

Bid[s]:	Truck#1	Truck#2
<b>Lakeside International</b>	<b>\$125,493.30</b>	<b>\$125,493.30</b>
Delivery Date:	Est. 18-24 Months [No Guarantee]	
Additional Cost:	-	-
<b>I State Truck Center</b>	<b>\$148,713.00</b>	<b>\$146,542.00</b>
Delivery Date:	2023 -3 <sup>rd</sup> Quarter Availability [Sep/Oct]	June 2, 2023
Additional Cost:	-	Comes with Universal Truck Equipment Body Build [Cost=\$110,766]

Motion: Moved by Supervisor Couey, Seconded by Vice Chair Cosgrove to award the bid of two[2] tandem axel plow trucks with delivery dates in 2023 to *I State Truck Center*.

All voting aye, motion carried.

#### b. Bid Review | Award: Loader [1 Year Term or Equivalent Program]

Bid[s]:	Loader Price	Terms	Annual Cost
OPTION A   RENTAL			
Aring Equipment	-	-	\$73,200.00
Brooks Tractor	-	-	\$107,000.00
Miller-Bradford & Risberg Inc	-	-	\$41,500.00
OPTION B   LEASE-TO-OWN			
FABIC  CAT	\$289,000.00	5-Years	\$52,640.64
Additional Terms:	-		
Titan Machinery	\$259,533.57	12-Months	\$63,000.00
Additional Terms:	\$259,533.57 Buyout @ End of 12-Months		
Brooks Tractor	\$289,000.00	5-Years	\$47,302.72
Additional Terms:	\$105,775 Final Payment @ End of 5-Years		
OPTION C   SWAP			
Aring Equipment	\$295,500.00	5-Years	\$24,625.00
Add'l Program Information:	> Loader swapped 1 time per year   [old for new] >Annual transportation expenses accrued during loader swap are that of the Highway Departments >Allotted a set number of hours of operation per calendar year >Subject to possible Overage charges if used more than allotted hours >Strict maintenance plan to follow		

Motion: Moved by Supervisor Couey, Seconded by Supervisor Fleming to award the bid of the rental loader [1-year term or equivalent program] to *Miller-Bradford & Risberg, Inc.* under option A | Rental for an annual cost of \$41,500.00.

All voting aye, motion carried.

#### c. Bid Review | Award: Seal Coating Aggregate [Chips]

Bid[s]:	Tons	Price/Ton	Total
<b>Milestone</b>	2989.93	\$31.25/Ton	<b>\$93,435.31</b>
Quarry Utilized:	Rock Springs Quarry		
<b>Farhner</b>	3000.00	\$28.25/Ton	<b>\$84,750.00</b>
Quarry Utilized:	Rock Springs Quarry		

Motion: Moved by Supervisor Manning, Seconded by Supervisor Couey to award the bid of the seal coating aggregate chips to *Farhner* at the price of \$28.25/ton and a total cost of \$84,750.00.

All voting aye, motion carried.

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### d. Bid Review | Award: Asphalt Bituminous Materials

Bid[s]:	Tons	Price/Ton	Total
<b>DL Gasser</b>			
CTH JJ[1.02-Mi]	2844	\$62.07	<b>\$176,527.08</b>
CTH OO[3.05-Mi]	7794	\$62.07	<b>\$483,773.58</b>
CTH W[2.75-Mi]	7027	\$62.07	<b>\$436,165.89</b>
<b>Iverson Construction</b>			
CTH JJ[1.02-Mi]	-	-	-
CTH OO[3.05-Mi]	-	-	-
CTH W[2.75-Mi]	-	-	-
<b>SCOTT Construction</b>			
CTH JJ[1.02-Mi]	-	-	-
CTH OO[3.05-Mi]	-	-	-
CTH W[2.75-Mi]	-	-	-

Motion: Moved by Supervisor Couey, Seconded by Supervisor Fleming to award the bid of Asphalt Bituminous Materials[Hot Mix] to *DL Gasser* at the price of \$62.07/ton and a total cost of \$176,527.08 for County Highway JJ, \$483,773.58 for County Highway OO, and \$436,165.89 for County Highway W.  
All voting aye, motion carried.

### e. Bid Review | Award: Asphalt Emulsions [Chip Seal Oil]

Bid[s]:	Price/Gal	Application	Total
<b>Meigs</b>	\$2.44	\$0.34	<b>\$2.7800</b>
<b>Farhner   Flinthills</b>	\$2.50	\$0.39	<b>\$2.8860</b>

Motion: Moved by Supervisor Couey, Seconded by Supervisor McKee to award the bid of the asphalt emulsions to *Meigs* for the price of \$2.7800 which includes the cost of application per gallon.  
All voting aye, motion carried.

### f. Bid Review | Award: Pulverizing [Full Depth]

Bid[s]:	Total
<b>WK Construction</b>	\$129,869.00
<b>Tri County Paving</b>	\$163,860.00
<b>The Kraemer Co</b>	-
<b>Kartechner Brothers LLC</b>	-

Motion: Moved by Supervisor McKee, Seconded by Supervisor Fleming to award the bid of the full depth pulverizing of county road JJ, county road OO and county road W to *WK Construction* with the total of \$129,869.00.  
All voting aye, motion carried.

### g. Bid Review | Award: Culverts [Culverts, Endwalls & Bands]

Bid[s]:	CULVERT [Price/Foot]			BANDS			ENDWALLS		
	Metal Culverts	True North	Contech	Metal Culverts	True North	Contech	Metal Culverts	True North	Contech
Diameter   Guage									
12"   16	\$13.35	\$16.07	\$15.50	\$20.03	\$24.11	\$23.25	\$72.70	\$83.60	\$77.00
15"   16	\$16.80	\$19.30	\$20.15	\$25.20	\$28.95	\$30.00	\$92.45	\$105.60	\$100.00
18"   16	\$19.95	\$22.21	\$23.25	\$29.93	\$33.32	\$34.00	\$119.75	\$136.40	\$129.00
24"   16	\$26.70	\$30.36	\$29.45	\$40.05	\$45.54	\$45.00	\$178.65	\$212.67	\$193.00
30"   14	\$40.98	\$48.15	\$46.50	\$61.47	\$72.23	\$69.00	\$305.95	\$385.00	\$351.00
36"   14	\$48.87	\$57.49	\$55.80	\$73.31	\$86.24	\$83.00	\$492.40	\$534.60	\$567.00
48"   12	\$90.87	\$104.23	\$100.75	\$136.31	\$208.46	\$150.00	\$1,516.85	\$1,090.11	\$1,171.00
60"   10	\$144.80	\$56.97	\$159.65	\$289.60	\$313.94	\$300.00	\$2,798.30	\$1,938.20	\$2,150.00
72"   10	\$172.87	\$197.44	\$195.60	\$345.74	\$394.88	\$400.00	\$3,334.65	\$2,308.91	\$2,481.00
84"   8	\$251.16	\$0.00	\$344.00	\$502.32	\$0.00	\$688.00	\$3,940.95	\$3,342.91	\$2,946.00
96"   8	\$285.94	\$0.00	\$456.00	\$571.88	\$0.00	\$1,010.00	\$5,228.15	\$6,153.40	\$4,005.00

Motion: Moved by Supervisor Couey, Seconded by Supervisor McKee to award the culvert bid to *Metal Culverts* for the 2023 calendar year.  
All voting aye, motion carried.

# Richland County

## Public Works Standing Committee | Meeting Minutes

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### 14. Discussion and Possible Action on Replacement of Fleet Vehicles or Equipment [Hwy]

#### a. Truck(s)

Discussion: Looking at updating fleet vehicle. Sleep Hollow in Viroqua will offer \$1,500 trade value on the 2007 Chevrolet Pickup with the purchase of a 2016 Ford F550. Total price \$43,830.00 with the addition of a crane included.

Motion: Moved by Supervisor Manning, Seconded by Supervisor Couey to purchase the 2016 Ford F550, using the 2007 Chevrolet as trade for a total cost of \$43,830.00.

All voting aye, motion carried.

#### b. Hot Box

Discussion: Currently the Highway Department has a tow-behind hot box that is expensive to use. Casper's Truck Equipment has quoted two[2] options for purchasing a high output full size hot patching unit. Option 1 is just the unit at a cost of \$9,000.00. Option 2 is the unit as well as delivery and the installation of amber LED strobes and arrow sticks for the cost of \$10,353.00

Motion: Moved by Supervisor Couey, Seconded by Vice Chair Cosgrove to purchase the hot box patching unit with option 2 at a total cost of \$10,353.00.

All voting aye, motion carried.

### 15. Discussion and Possible Action on Wage Modifiers for Highway Employees [Hwy]

Discussion: The Recruitment|Retention Package specifics were reviewed and discussed.

Motion: Moved by Supervisor McKee, Seconded by Supervisor Couey to table this discussion until the next meeting in March. In the meantime, more information should be gathered so more discussion and a better decision can be made.

All voting aye, motion carried.

### 16. Discussion and Possible Action on Courthouse Mailbox [Admin]

Discussion: This agenda item was previously discussed.

Motion: No Motion

### 17. Move into Closed Session pursuant Wisconsin State Statute 19.85[1][c] Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the government body has jurisdiction or exercise responsibility.

#### Performance Evaluations:

- i. Maintenance Supervisor
- ii. MIS Director
- iii. Highway Commissioner

Motion: Moved by Supervisor Carrow, Seconded by Supervisor Couey to move into closed session.

All voting aye, motion carried.

### 18. Return to Open Session

Motion: Moved by Supervisor McKee, Seconded by Supervisor Couey to return to open session.

All voting aye, motion carried.

### 19. Closing - Future Agenda Items


- Courthouse Vehicle

**Adjournment** – The next Public Works Committee meeting is set for Thursday, March 9, 2023 at 4:00 pm.

Motion: Moved by Supervisor Carrow, seconded by Supervisor McGuire to adjourn the meeting at 4:54 p.m.

All voting aye, motion carried.

Minutes respectfully submitted by,



Lisa Mueller

Bookkeeper, Highway Department

**JOSH ELDER**  
Highway Commissioner  
Phone: [608]604-7624  
josh.elder@co.richland.wi.us

**LONNIE HACH**  
State Patrol Superintendent  
Phone: [608]604-7623  
lonnie.hach@co.richland.wi.us

**DERRICK BROWN**  
County Patrol Superintendent  
Phone: [608]475-0032  
derick.brown@co.richland.wi.us



**Richland County Highway Department**  
120 Bowen Circle  
Richland Center, WI 53581

Office: [608]647-4707 | Shop: [608]647-2208  
Email: highway@co.richland.wi.us  
Website: https://highway.co.richland.wi.us

**LISA MUELLER**  
Bookkeeper  
lisa.mueller@co.richland.wi.us

**CERRESA NIMOCKS**  
Office Clerk  
cerresa.nimocks@co.richland.wi.us

**BRANDON ADAMS**  
Shop Superintendent  
Phone: [608]475-7828  
brandon.adams@co.richland.wi.us

## Voucher Register

## MARCH MEETING | FEBRUARY BILLS

Month	Voucher N	Vendor Name	Description	Amount Paid
1-Feb	4P	Payroll	Pay Period 1/29/2023-2/11/2023	\$61,218.88
1-Feb	5P	Payroll	Pay Period 2/12/2023-2/25/2023	\$106,168.20
1-Feb	62	Frontier	Monthly Telephone Services [A#60864747070101655]	\$212.02
1-Feb	63	Richland Electric Coop [REC]	Monthly Electric Services	\$61.10
1-Feb	64	Town & Country Sanitation	Monthly Disposal & Recycling Fees	\$207.20
1-Feb	65	Aramark	Rugs, Towels, Uniforms, Etc.	\$152.36
1-Feb	66	Insight FS	Diesel Fuel, 87 Gas w/Eth 10%, Services, Etc.	\$18,160.50
1-Feb	67	Registration Fee Trust	New Employee Driving Records Request [1191]	\$7.00
1-Feb	68	Richland Center Utilities	Monthly Utilities-Electirc Water Sewer	\$2,116.31
1-Feb	69	Sleepy Hollow Chevrolet	Pickup Truck Purchased: Ford F550   Trade-in: Chevy Silverado	\$43,830.00
1-Feb	70	Alliant Energy	Monthly Electric Services [A#3929950000]	\$206.03
1-Feb	71	METCO Fuel Systems	Service Call: Fuel Pump Shut-Off Issues	\$122.00
1-Feb	72	We Energies	Monthly Energy Services [A#0718844914-00001]	\$1,758.73
1-Feb	73	Insight FS	Diesel Fuel, 87 Gas w/Eth 10%, Services, Etc.	\$2,348.80
1-Feb	74	Insight FS	Diesel Fuel, 87 Gas w/Eth 10%, Services, Etc.	\$1,651.00
1-Feb	75	Insight FS	Diesel Fuel, 87 Gas w/Eth 10%, Services, Etc.	\$2,172.97
1-Feb	76	Registration Fee Trust	New Employee Driving Records Request [1706]	\$7.00
1-Feb	77	We Energies	Monthly Energy Services [A#0718844914-00001]	\$6,966.64
1-Feb	78	1st AYD Corporation	Parts: LED Adjustable Light Fixture, Freight, Etc.	\$805.70
1-Feb	79	A-1 Glass Co.	Installation of Windshield [Truck#55], Parts, Labor, Etc.	\$500.00
1-Feb	80	Anderson Saw Shop	Parts and Service for Chainsaws, Labor, Etc.	\$469.15
1-Feb	81	Aramark	Rugs, Towels, Uniforms, Etc.	\$611.57
1-Feb	82	Auto Value	Parts: Filters, Battery, Fuel Filters, Permatex, Clamps, Etc.	\$3,828.34
1-Feb	83	Badger Welding Supplies, Inc	Oxygen, Argon, Delievery, Etc.	\$179.60
1-Feb	84	BP Eastside	Fuel Gasoline	\$60.62
1-Feb	85	Brooks Tractor	Rear View, Wiper Blade, Arm, Wiper Arm, Freight, Etc.	\$510.01
1-Feb	86	Burns Industrial	10Pc Clevis Pin, Freight, Etc.	\$27.79
1-Feb	87	DeBauche Truck & Diesel	Bolts, Synthetic ATF, Gasket, Turbo Outlet, O-Ring, Etc.	\$1,856.67
1-Feb	88	Decker Supply Center	Various Sianage & Signage Materials	\$658.56
1-Feb	89	Fillback Ford & Chrysler	Parts & Repairs: Tail Lamp Assembly [Labor Parts Etc]	\$685.32
1-Feb	90	First Advantage	Drug & Alcohol Testing	\$239.82
1-Feb	91	Gander's Cleaning Service	Monthly Cleaning Services  March 2023	\$417.08
1-Feb	92	Garage Door Express	Parts & Service: Installation x2 Doors	\$23,190.00
1-Feb	93	Halron Lubricants Inc	Bulk Lubricants: 80W90 Oil, Rotella, Valvoline, DEF, Delivery, Etc.	\$4,694.55
1-Feb	94	Hartje Tire & Service Center	Tire Repair Services [#225]	\$299.09
1-Feb	95	Istate Truck Center	Batteries, Brackets, Gaskets, Clamps, Connectors, Sensors, Etc.	\$17,389.92
1-Feb	96	John Deere Financial	Hydraulic Oil, Hy-Gard 5Gal, Etc.	\$1,052.09
1-Feb	97	Kasten Tools & Equip [dba Matco]	Circuit Tester, Power Probe, Snip Ring Pliers, Slack Wrench, Etc.	\$609.41
1-Feb	98	Lakeside International LLC	V Band Clamps, Muffler Strap, Gasket, Etc.	\$565.03
1-Feb	99	Mid-States Equipment	Hydraulic Cylinder, JIC Swivel [x10], Freight, Etc.	\$469.94
1-Feb	100	Miller Electric	Installation of Electrical Feeder:Heater Panel [Parts Labor], Etc.	\$4,432.86
1-Feb	101	Monroe Truck Equipment	Speed Sensors, Gearbox Seals, Freight, Etc. [Sander Parts]	\$329.60
1-Feb	102	Mueller, Lisa	Mileage [38.5]	\$19.64
1-Feb	103	Jones Auto [dba NAPA]	5W40 Oil, NAPA Gold, Etc	\$114.61
1-Feb	104	PreCise MRM LLC	Monthly Data Plan x7 Trucks -Jan	\$189.00
1-Feb	105	Premiere Cooperative	Armadillo Hose [#944], LP Fuel [Shop Heat], Etc	\$406.39
1-Feb	106	Rhyme Business Products	Monthly Printer Contract Office Supplies, Etc.	\$333.78
1-Feb	107	Richland Observer [Morris Newspapers]	Advertisements: Mechanic Shop Supr Patlmn & Bids	\$1,094.90
1-Feb	108	Schilling Supply Company	White Papertowel Wipes[x3cs], Pop-up Wipes, Freight, Etc.	\$407.93
1-Feb	109	Short, Elliot, Hendrickson [S.E.H.]	CTH O Project Phase 1: Engineering	\$1,779.12
1-Feb	110	Simpson's Tractor	Hitch Pin [#544], Etc.	\$20.41
1-Feb	111	Sleepy Hollow Chevrolet	Service & Inspection [#29]   Labor, Materials, Equip, Etc.	\$644.00
1-Feb	112	Universal Truck Equipment	Sprocket, Square Key, Bearing, Shaft, Freight, Etc. [Sander Parts446/447]	\$2,650.48
1-Feb	113	TPS Products, LLC	1 Gal Corrosion Inhibitor, Powder Detergent, Etc.	\$231.25
1-Feb	114	Walsh's Ace Hardware	Lag Bolts, Kerosene, Markers, Grinder, Nozzle, Batteries, Nuts, Etc.	\$699.50
1-Feb	115	Wegner Auto Service	Tow   Truck#29 from County Shop to Sleepy Hollow Viroqua	\$250.00
1-Feb	116	WI Dept of Trans   Financial	STH56-CTHl:Rd [RC]Cover Bridge,:Bridge [Ithaca]Spiral:Bridge	\$1,118.14
1-Feb	117	Wisconsin Metals	Steel Plate, Rolled Channel, Rolled Angle, Return, Etc.	\$678.87
<b>BALANCE:</b>				<b>\$321,887.48</b>

**JOSH ELDER**  
 Highway Commissioner  
 Phone: [608]604-7624  
[josh.elder@co.richland.wi.us](mailto:josh.elder@co.richland.wi.us)

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**LONNIE HACH**  
 State Patrol Superintendent  
 Phone: [608]604-7623  
[lonnie.hach@co.richland.wi.us](mailto:lonnie.hach@co.richland.wi.us)

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**DERRICK BROWN**  
 County Patrol Superintendent  
 Phone: [608]475-0032  
[derick.brown@co.richland.wi.us](mailto:derick.brown@co.richland.wi.us)



**Richland County Highway Department**  
 120 Bowen Circle  
 Richland Center, WI 53581

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Office: [608]647-4707 | Shop: [608]647-2208  
 Email: [highway@co.richland.wi.us](mailto:highway@co.richland.wi.us)  
 Website: <https://highway.co.richland.wi.us>

**LISA MUELLER**  
 Bookkeeper  
[lisa.mueller@co.richland.wi.us](mailto:lisa.mueller@co.richland.wi.us)

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**CERRESA NIMOCKS**  
 Office Clerk  
[cerresa.nimocks@co.richland.wi.us](mailto:cerresa.nimocks@co.richland.wi.us)

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**BRANDON ADAMS**  
 Shop Superintendent  
 Phone: [608]475-7828  
[brandon.adams@co.richland.wi.us](mailto:brandon.adams@co.richland.wi.us)

## FUEL CONTRACTING

### BID DESCRIPTION:

- This bid will represent the Junction City OPIS UBD RACK AVG, (plus or minus) Per Gallon price for the year of 2023
- Verification of pricing for the day of product delivery
- Payment terms are the first week of the following month
- Cetane Rating no less than 41

*Additional item for consideration is the replacement of our outdated fuel system. Whomever we select as our supplier would upfront the cost of updating and replacing fuel pumps and would allow us to pay off the new system over 5 years with an additional cost per gallon until the update is paid for at which time we would then own the new system.*

### Insight FS

Gallon Price	Transport Price	Taxes and Fees	Total
\$2.758 (-\$.02)	\$1030	\$3611	\$3.2021

### Vesbach

Gallon Price	Transport Price	Taxes and Fees	Total
\$2.758 (+.046)	\$0.067	\$409	\$3.28

- Complete New System Price (estimated installed) **\$51000**
- Additional price per gallon to reach payoff in 5 years based on 55k annual gallons
 

<i>Insight FS</i>	\$223	<i>Vesbach</i>	\$25
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## GARAGE DOORS

### **BID DESCRIPTION:**

- **This bid will represent the replacement of the remaining garage doors at the highway shop.**
- **R Value rating was most notable, 18 or higher**
- **Sent bids out to replace:**

(3) 20x16 insulated with automatic openers

(1) 16X14 non insulated with automatic opener

(5) 16x14 non insulated manual open

(30) openers

Carey's Seamless Gutters and Doors      \$69,385.00 (R17 Rated)

David Allen Sales and Service & Installation      \$45,450.00 (18.4 Rated)

Garage Door Express      \$58,905.00 (R18 Rated)

Northland Door Systems      \$75,749.00 (R17.5 Rated)

## LOWBOY TRAILER

### **BID DESCRIPTION:**

- This bid will represent the replacement of our current lowboy trailer.
- Highway has been seeking to do this for several years as ours is getting old and not big enough nor user friendly enough for what we have to haul.

**Midwest Trailer Sales      \$29,442.00** (Price of new trailer after trade of two of our trailers)

**Brooks Tractor      \$68,000.00** (Price of new trailer after trade of one of our trailers)

**Tegeler Auto INC.    \$34,962.50** (Price of used 2014 trailer after trade of one of our trailers)

Revize - <https://www.revize.com/> \$3,500.00 1<sup>st</sup> \$1,500.00 2<sup>nd</sup> and beyond website only

<https://www.winneconnewi.gov/index.php>

<https://www.dsm.city/> - Des Moines IA

<https://www.burlingame.org/>

Catalis - <https://catalisgov.com/> Meeting Management – setup \$10,000.00 Annual - \$7,500.00

<https://baraboowi.gov/> Website –\$8,500.00/ year

<https://co.ashland.wi.us/>

<https://www.co.pepin.wi.us/>

<https://www.jasper-alberta.com/>

Civic Plus - <https://www.civicplus.com/> Meeting Management - Setup - \$10,000.00 Yearly \$8,500.00

<https://www.milton-wi.gov> Website – First Year \$30,000.00 2<sup>nd</sup> and out \$8,500.00

<https://nilestownshipgov.com/>

<https://www.carlsbadca.gov/>

## Richland County Committee

### Agenda Item Cover

**Agenda Item Name:** Property Management Report:

<b>Department</b>	Administration	<b>Presented By:</b>	Administrator
<b>Date of Meeting:</b>	09 March 2023	<b>Action Needed:</b>	Informational // may accept
<b>Disclosure:</b>	Open	<b>Authority:</b>	
<b>Date submitted:</b>	08 March 2023	<b>Referred by:</b>	

**Recommendation and/or action language:** *(summarize action/s sought by committee, e.g. present a resolution, present an ordinance, receive and file information, approve expense or grant, etc.)*

Motion to accept and file the property management report.

**Background:** *(preferred one page or less with focus on options and decision points)*

The Property Management Report is a reoccurring report composed with intentions of keeping the members of the Property, Buildings and Grounds Committee informed on projects and information impacting the courthouse facility and other properties under the committee's care.

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#### Attachments and References:

Report inserted below	
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#### Financial Review:

*(please check one)*

X	In adopted budget	Fund Number	
X	Apportionment needed	Requested Fund Number	
X	Other funding Source		
	No financial impact		

*(summary of current and future impacts)*

Multiple impacts pending development

#### Approval:

#### Review:

*Clinton Langreck*

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Department Head

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Administrator, or Elected Office (if applicable)

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## Richland County Committee

### Agenda Item Cover

#### Property Management Report:

#### COURTHOUSE

**a. Courthouse Key and Security Project - Status**

Assistant Cheryl Dull completed the inventory. Administrator Langreck has asked that 5 be rekeyed as follows: Judge's Chambers, Victim Witness Room, Ammunition Room, ~~Child Support Office~~ and Computer Server Room. *Child Support office has been completed.* Discussion continues on next steps and best set up for the Courthouse. May consider having vendors come in for presentations.

**b. Door replacement on courtroom – underway.**

**c. Window replacement:** Window replacement has started. They are waiting for safety tempered glass windows for the Courtroom and 4 regular windows to complete the project.

**d. Land and Zoning Move:** Painter has been contacted and should be completing the painting the week of March 13th. Painting was estimated at \$1,855.00. Plan is to move the tables and chairs from the County Board room when the new tables for the County Board room are acquired (we do not have that timeline).

**e. County Board Room:** MIS did a vendor walk through for set up. Status?

**f. Exploring possible improvements to the small court room – improve video conferencing capabilities**

**g. Window speaker for Register and Probate – Complete**

**h. Mailbox:** Mailbox will be moved to 1<sup>st</sup> floor.

**i. DMV Kiosk:** Public service. Location 1<sup>st</sup> floor.

**j. Dark Skies Review:** A Consultant will be doing a free assessment of the County owned property lighting.

**k. Jail:** New console, jail door and new key FOB scanner project is underway.

**l. Maintenance Truck:**

#### OTHER PROPERTY REPORT

**m. Pine Valley Farm Lease and Land Swap:**

Ongoing until County Hwy O road project is complete. Information on grant funding for pathway is being explored under (Transportation Alternatives Program).

**n. UW Campus Coppertop —** Contract has been signed