Public Works Standing Committee | AGENDA

June 1, 2023

NOTICE OF MEETING

Please be advised that the Richland County Public Works Standing Committee will convene at **4:00 p.m.**, **Thursday**, **June 8**, **2023** in the Richland County Board Room, 181 W. Seminary Street.

 WebEx Videoconference, WebEx Teleconference, or Join by Phone meeting access and all meeting materials at: https://administrator.co.richland.wi.us/minutes/public-works/

Meeting access trouble, contact the following:

- MIS Director Barbara Scott | [608]649-5922 | barbara.scott@co.richland.wi.us
- Committee Chair Steve Williamson | [608]574-5520 | steve.williamson@co.richland.wi.us.

AGENDA

- 1. Call to Order
- 2. Roll Call
- 3. Proof of Notification
- 4. Agenda Approval
- 5. Approve Previous Meeting Minutes
- 6. Public Comment
- 7. Administration | Reports:
 - a. Property Management Report
 - b. Maintenance Technician and Custodian Position Report
 - c. Maintenance Custodian Interview Report
- **8.** Administration | Discussion and Possible Action on:
 - a. Donation Accepting Bench and Tree from Passages in Honor of Bev Burns
- **9.** *Committee* | Discussion and Possible Action on:
 - a. Symons [SRC] Land- Current & Future Plans
 - b. UW Campus Grounds & Buildings
- 10. MIS | Reports:
 - a. Administrative Report
- **11.** Highway | Reports:
 - a. Administrative Report
 - b. Monthly Paid Bills
- 12. Future Agenda Items
- 13. Adjournment

Public Works Standing Committee | Meeting Minutes

May 31, 2023

The Richland County Public Works Standing Committee met on Thursday, May 11, 2023, in the Richland County Board Room, at 181 W. Seminary St., Richland Center, WI 53581.

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	Present	Absent		Present	Absent		Present	Absent
Josh Elder	✓		Daniel McGuire		✓	Marc Couey	✓	
Lisa Mueller	✓		Steve Carrow	✓		Julie Flemming	✓	
Randy Nelson	✓		Richard McKee	✓		Jon Hochkammer	✓	
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 Vice Chair Cosgrove, seconded by Supervisor Couey to approve the 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 as presented.

All voting aye, motion carried.

5. Public Comment

Discussion: No Public Comment

- 6. Administration | Courthouse Maintenance Report
 - o Window Project: Completed
 - o <u>Door Project:</u> Completed
 - o <u>3 Heating Units:</u> 3 units from Trane. Installed and Completed
- 7. Administration | Discussion and Possible Action on:

a. East Hall Facility

Discussion: Highway Department is currently mowing the East Hall Facility grounds and will continue until an official decision is made.

- 8. Committee | Convene in Closed Session Pursuant Wisconsin State Statute 19.85(1)(e) Deliberating or Negotiating the Purchase of Public Properties, the Investing of Public Funds, or Conducting of Specified Public Business, Whenever Competitive or Bargaining Reasons Require a Closed Session
 - i. East Hall Facility

Roll Call Vote:	Aye	Nay		Aye	Nay	AYE = 7 votes
Steve Carrow	\checkmark		Chad Cosgrove-Vice Chair	\checkmark		NAY = 0 votes
Richard McKee	\checkmark		Steve Williamson -Chair	\checkmark		THAT - O VOICES
Gary Manning	✓		Marc Couey	✓		
Julie Fleming	✓					

Motion: Moved by Supervisor Manning, second by Supervisor Carrow to move into closed session. All voting aye, motion carried.

Public Works Standing Committee | Meeting Minutes

9. Committee | Reconvene in Open Session

Motion: Moved by Supervisor Couey, seconded by Supervisor McKee to reconvene to open session. All voting aye, motion carried.

10. Committee | Possible Action on Items Discussed in Closed Session

Discussion: No Discussion

11. MIS | Report[s]:

a. Administrative Report

Discussion:

i. Jail Locks

Currently have bids from two vendors for new jail locks. Will request to put on the next meeting agenda.

ii. Radio Towner Project

There will be an update on the Radio Tower Project at the next Finance and Personnel meeting.

iii. County Board Room Audio Project

Waiting to sign contract to start work on the County Board Room Audio Project. Will plan to work with Randy Nelson when proceeding forward.

12. Highway | Report[s]:

a. Administrative Report

Discussion: This is the busy season as the department is working on spring maintenance.

- i. Currently prepping County Highways JJ, OO & W for the pulverize and repave projects.
- ii. Preparing to sealcoat 15 miles this year.
- iii. State Crews are spraying a ditch weed growth inhibitor for the 1st year. [Not an herbicide]
- iv. WisDoT is moving the 4-lanes US 14 project from 2024 to 2026 and will plan to do a full-depth replacement.

b. Highway Monthly Paid Bills

Motion: Moved by Vice Chair Cosgrove, seconded by Supervisor Couey to approve and accept the total of \$414,282.53 for the monthly paid bills for the Highway Department.

All voting aye, motion carried.

13. Highway | Discussion and Possible Action on:

a. Equipment: Replacement of Wheeled Excavator

Discussion: Currently unable to find rentals available. Utilized Sourcewell for other options.

SUGGESTED:	TOTAL	Details
Aring Equipment Volvo EW180EL	\$49.994.65	- Includes Trade of Hitachi
Financing Terms	\$49,994.05	-Amount due annually [7-year Contract Fixed Interest Rate]

Motion: Moved by Supervisor Couey, seconded by Vice Chair Cosgrove to accept the 7-year lease contract with a fixed interest rate from Aring Equipment with annual payment amount of \$49,994.65.

All voting aye, motion carried.

14. Treasury | Discussion and Possible Action on:

a. Bid Opening Acceptance: Tax Deed Parcel #006-0634-411-Town of Buena Vista

Discussion: Current bids were read. It was discussed that the committee doesn't necessarily have to go with the highest bid but maybe instead they should consider what would give the County the highest earnings/return.

Bid[s]:	TOTAL	BRING TO CODE Details
Logan/Tiffany Olson	\$1,000	Demolition[Green Space] within 2 years Future beyond unknown
Alvin C. Christianson	\$1,001	Renovate for future rental units.

Motion: Moved by Supervisor McKee, seconded by Supervisor Flemming to accept the bid from Alvin C. Christianson.

Public Works Standing Committee | Meeting Minutes

It was put to a vote.			
Roll Call Vote: Steve Carrow Richard McKee Gary Manning Chad Cosgrove-Vice Chair Steve Williamson -Chair Marc Couey Julie Flemming	Aye	Nay ✓ ✓ ✓ ✓ ✓	AYE = 2 votes NAY= 5 votes
Motion <i>denied</i> . Motion: Moved by Supervisor It was put to a vote.	Manni	ing, sec	cond by Supervisor Couey to accept the bid from Logan/Tiffany Olson.
Roll Call Vote: Steve Carrow Richard McKee Gary Manning Chad Cosgrove-Vice Chair Steve Williamson -Chair Marc Couey Julie Flemming	Aye	Nay	AYE = 6 votes NAY= 1 votes
Motion carried.			

15. Closing - Future Agenda Items

> Trees on Campus Location-25 Ash|3 Maple

Adjournment – The next <u>regular</u> Public Works Committee meeting is set for *Thursday, June 8, 2023 at 4:00 pm* with a <u>special</u> meeting to be held on *Tuesday, May16, 2023 at 6:00 pm*.

Motion: Moved by Supervisor Manning, seconded by Vice Chair Cosgrove to adjourn the meeting at 5:52 p.m. All voting aye, motion carried.

Minutes respectfully submitted by,

Lisa Mueller

Bookkeeper, Highway Department

Public Works Standing Committee | Meeting Minutes

SPECIAL MEETING

May 31, 2023

The Richland County Public Works Standing Committee met on Tuesday, May 16, 2023, in the Richland County Board Room, at 181 W. Seminary St., Richland Center, WI 53581 for a Special Meeting.

Roll Call:

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

1. Call to Order

Committee Chair Williamson called the meeting to order at 6:00 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 McKee, seconded by Supervisor Manning to approve the agenda. All voting aye, motion carried.

4. Move into Closed Session Pursuant Wisconsin State Statute 19.85(1)(e) Deliberating or Negotiating the Purchase of Public Properties, the Investing of Public Funds, or Conducting of Specified Public Business, Whenever Competitive or Bargaining Reasons Require a Closed Session

i. East Hall Facility

Roll Call Vote:	Aye	Nay	
Steve Carrow	\checkmark		
Richard McKee	\checkmark		AYE = 6 votes
Gary Manning	\checkmark		NAY = 0 votes
Chad Cosgrove-Vice Chair	\checkmark		IVAT - U VULES
Steve Williamson-Chair	\checkmark		
Julie Fleming	✓	П	

Motion: Moved by Vice Chair Cosgrove, seconded by Supervisor Manning to move into closed session. All voting aye, motion carried.

5. Return to Open Session

Motion: Moved by Supervisor Manning, seconded by Supervisor McKee to reconvene in open session. All voting aye, motion carried.

6. Possible Action on Items Discussed in Closed Session

Motion: Moved by Supervisor Mckee, seconded by Supervisor Carrow to approve with both addresses and to refer it to full County Board.

All voting aye, motion carried.

Adjournment – The next Public Works Committee meeting is set for *Thursday, June 8, 2023 at 4:00 pm*. Motion: Moved by Vice Chair Cosgrove, seconded by Supervisor Manning to adjourn the meeting at 6:29 p.m. All voting aye, motion carried.

Minutes respectfully submitted by,

Lisa Mueller

Bookkeeper, Highway Department

Cheryl Dull

From: Marilyn Martin <mmartinrc15@gmail.com>

Sent: Friday, June 2, 2023 10:41 AM **To:** Cheryl Dull; Mary Collins-Johnsrud

Subject: Bench in memory of Beverly Pittman Burns

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello, Cheryl. I was referred to you by Mary Collins-Johnsrud with respect to the desire of the Board of Directors of Passages to place on the County Courthouse lawn a bench in memory of Beverly Pittman Burns. The bench was made by Quality Built Lawn Furniture of Richland Center. Their website may be found at Home-Quality Built Lawn Furniture (qblf.com). The Board chose the Courthouse lawn out of deference to the many years of devoted work Beverly did at the Courthouse.

The bench is constructed of recycled high-density polyethylene (HDPE) that is completely weather-resistant and never needs paint or stain. The design of the bench is shown below. We selected a two-tone wood-like appearance in mahogany and walnut, shown on the website under "our products, color options." The bench is 40 inches long and accommodates two people. It weighs 108 pounds. The builder advised us that, despite its weight, the bench could be carried away and therefore should be attached to the ground. The bench would be accompanied by a weather-proof plaque dedicated to Beverly's memory, an example of which is also shown below.





Although the Board had contemplated inclusion of a flowering ornamental tree, Mary informs me that the Courthouse would not be able to accommodate that request. We understand and accept that stipulation.

If you have any questions, please don't hesitate to contact me at this email address. Thank you for your consideration.

Marilyn Martin, member of Passages Board



Above is Current Land Footprint

ATTENTION DRAIN IN FIELD, drain is on leased land currently.

OWN A 15 FOOT LINE TO THE DRANAGE PIPE AND THEN A 15 FOOT SQUARE AROUND THE DRAIN PIPE.

AT MINIMUM:

EASEMENT TO THE DRAIN ON THE FIELD, INCLUDING THE ABILITY TO DRAIN POOL/WHIRLPOOL WITH THAT DRAIN, GIVE A 7 DAY NOTICE TO OWNERS OF EMPTING THE POOL. HOWEVER ROOF DRAINS, GO TO THAT DRAIN AS WELL.



Proposed future land, if land is not in lease

OWN A 15 FOOT LINE TO THE DRANAGE PIPE AND THEN A 15 FOOT SQUARE AROUND THE DRAIN PIPE.

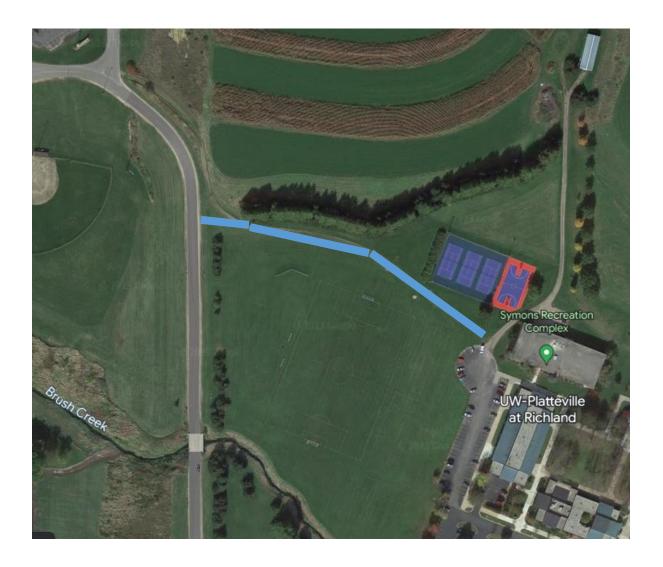
AT MINIMUM:

EASEMENT TO THE
DRAIN ON THE
FIELD, INCLUDING
THE ABILITY TO
DRAIN
POOL/WHIRLPOOL
WITH THAT DRAIN,
GIVE A 7 DAY
NOTICE TO OWNERS
OF EMPTING THE
POOL.



If SRC acquires the shed

EASEMENT TO THE SHED VIA THE GRAVEL ROAD. THE SHED WOULD BE PART OF SRC AND 20 FEET AROUND THE SHED WOULD BE THE PROPERTY THAT GOES WITH IT.



Be aware not to land lock Symons, if a private entity would purchase the campus then the only possible access would be to add a road on a current walking path to Hive Drive.

THERE WILL NEED TO BE A PUBLIC EASEMENT SO CUSTOMERS CAN REACH THE PARKING LOT.

OR ALTERNATELY, WILL NEED TO SEE IF CITY WILL CREATE A ROAD FROM THE HIVE DRIVE (CITY STREET) TO SRC VIA CURRENT WALKING PATH, WOULD NEED TO HAVE A BIKE/WALKING PATH ON EACH SIDE OF THE ROAD (WIDE ROAD)

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Highway Commissioner
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LONNIE HACH
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Richland County Highway Department 120 Bowen Circle Richland Center, WI 53581

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

LISA MUELLER
Bookkeeper
lisa.mueller@co.richland.wi.us
CERESA NIMOCKS
Office Clerk
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BRANDON ADAMS
Shop Superintendent
Phone: [608]475-7828
brandon.adams@co.richland.wi.us

BALANCE: \$ 356,255.87

		Voucher Register	JUNE MEETING MAY BILLS	
Month	No.	Vendor Name	Description Description	Amount Paid
31-May		•	•	\$ 97,062.89
31-May		•		\$ 64,562.29
		Alliant Energy		\$ 53.14 \$ 1,111.10
		Richland Center Utilities We Energies		\$ 1,111.10 \$ 350.08
		Casper's Truck Equipment		\$ 350.08 \$ 9,844.00
		Insight FS		\$ 9,844.00
-		Richland Center Utilities		\$ 1,747.03
		1st AYD Corporation		\$ 644.06
,		Adams, Brandon	, , , , ,	\$ 50.01
		Ahlborn Equipment Inc.	•	\$ 47.84
		All American Do-It Center		\$ 239.69
		Anderson Saw Shop		\$ 22.95
		Aramark[Auca Chicago MC Lockbox]		\$ 626.74
		Auto Value		\$ 4,993.13
		Badger Tools & Supply		\$ 448.00
		Bindl Bauer Limestone		\$ 6,532.34
		BMO Harris Bank N.A.		\$ 21,556.90
,		BP Eastside Richland Center		\$ 83.00
		Brooks Tractor		\$ 1,554.14
,		Casper's Truck Equipment		\$ -
		Clark, Kim		\$ 35.89
,		Clary, Austin		\$ 800.00
		Construction Fabrics & Materials		\$ 1,120.00
		DeBauche Truck & Diesel		\$ 1,631.89
		Decker Supply Center		\$ 581.61
		DL Gasser Construction		\$ 993.72
		First Advantage		, \$ 704.98
31-May	257	Force America Distributing		\$ 234.43
		Gander's Cleaning Service		\$ 417.08
31-May	259	Garage Door Express		\$ 58,905.00
31-May	260	Hach, Lonnie	Reimbursement Postage [State Samples]	\$ 20.50
31-May	261	Halron Lubricants Inc	Bulk Lubricants Rotella, Valvoline, Drum Dep, Ety Cr., Hndlng, Etc.	\$ 1,365.10
31-May	262	Hartje Lumber, Inc.	4x6x14 Posts, Etc.	\$ 1,370.88
31-May	263	Hartje Tire & Service Center	Parts Tires: 315 80R225Goodyear	\$ 2,093.84
31-May	264	Hotsy Cleaning Systems	Parts 55G Carbonate, Drum Dep, Etc.	\$ 1,304.55
31-May	265	John Deere Financial[Hillsboro Equip]	Parts Oil Filters, Air Filters, Seat Suspension, Filter Element, Etc.	\$ 92.12
31-May	266	K&D Truck Repair Specialists		\$ 6,212.88
31-May	267	Kasten Tools & Equip [dba Matco]	Parts Various Shop Tools/Supplies, Freight, Etc.	\$ 128.95
31-May	268	Lacal Equipment	Parts Blades, Bolts & Locknuts, Etc.	\$ 3,438.50
31-May	269	Nelson, Earl [La Farge Truck]	Parts Valve & Connector Seals, Water Pump, Ring, Hub Assy, Etc.	\$ 1,305.68
31-May	270	Lakeside International LLC		\$ 6,600.85
31-May	271	Masternman's LLP		\$ 235.00
31-May	272	Metal Culverts		\$ 9,242.40
-		METCO[Mid-west Electro-Tech Co.]		\$ 21,537.35
,		Mid-States Equipment		\$ 1,109.20
		Mueller, Lisa		\$ 16.83
31-May	276	Nutrien Ag Solutions Inc		\$ 1,399.50
		Pitney Bowes		\$ 142.53
		PreCise MRM LLC		\$ 189.00
		Pitney Bowes [Purchase Power]		\$ 208.99
		Rhomar Industries		\$ 2,936.08
		Rhyme Business Products		\$ 58.00
		Richland Electric Coop [R.E.C]		\$ 106.01
		Serwe Implement		\$ 3,273.17
		Shopping News [Woodward]		\$ 877.89
-		Short, Elliot, Hendrickson [S.E.H.]		\$ 7,302.25
		Simpson's Tractor		\$ 261.78
		Snap-On Industrial		\$ 225.59
		St. Joseph Equipment		\$ 155.53
		Town & Country Sanitation		\$ 207.20
31-May		Walsh's Ace Hardware		\$ 494.38
		MI Det I Financial Operations	STH80-RC City Engineering	2 275 27
31-May		WI DoT Financial Operations		
31-May 31-May	292	Wiedenbeck Inc Zarnoth Brush Works, Inc.	Parts Various Shop Tools/Supplies, Freight, Etc.	\$ 3,275.27 \$ 1,474.40 \$ 516.82