



Marinette County PUBLIC WORKS DEPARTMENT

HIGHWAY DIVISION

Mark A. Desotell
Director – Highway Commissioner

Lynn Schingick
Office Manager

**Meeting of the Highway Committee
Wednesday, February 2, 2011
9:00 a.m.
Peshtigo Highway Office**

Members Present: Chair Bousley, Vice Chair Dill, Supervisors Sharpe and Bauer

Members Absent/Excused: Supervisor Policello

Others Present: DPW Director Desotell, Rick Satterlee Ayres Associates, Kellie Hartman and press

- 1. Meeting Called to Order**
Meeting called to order by Chair Bousley at 9:00 a.m.
- 2. Approve/amend Agenda**
To approve the agenda as presented. **Motion** (Dill/Bauer) carried. No negative vote.
- 3. Approve/correction of minutes**
Motion (Sharpe/Bauer) to approve the January 19, 2011 minutes as presented. Motion carried. No negative vote.
- 4. Public Comment**
Rick Satterlee with Ayres Associates addressed the Committee to be considered for future proposals. He expressed an interest in the potential projects on CTH BB – bridge replacement and CTH C road project.
- 5. Final Draft of the RFP for the retrofitting of snowplow truck #'s 191 to 195 and truck #'s 183 to 186 and set dates for bid opening**
Commissioner Desotell explained that there will be a pre-bid meeting where units' #191 – 195 will be paired with units' #183 – 186 to give the vendors the option to view the units before submitting their bids. **Motion** (Bauer/Sharpe) to authorize the Commissioner to seek proposals based on the RFP for unit #195, units # 191 - 194 and units #183 - 186 to be opened at the March 2nd Highway Committee Meeting. Motion carried. No negative vote.
- 6. Annual construction and maintenance material RFP's to include culverts, geo-synthetics, rubberized crack sealant, liquid asphalt, silt fence & truck/grader blade purchases**
Motion (Dill/Bauer) to authorize the Commissioner to seek proposals based on the RFP's for culverts, geo-synthetics, rubberized crack sealant, liquid asphalt, silt fence and truck/grader blades to be opened at the March 16th Highway Committee Meeting. Motion carried. No negative vote.

7. **Attendance for the 2011 Traffic Engineering Technical Briefing Sessions on Wednesday, April 5, 2011 at the NE Region Office in Green Bay**
Motion (Dill/Bauer) to approve the attendance of necessary staff for the 2011 Traffic Engineering Technical Briefing Session in Green Bay on April 5, 2011. Motion carried. No negative vote.
8. **2011 Discretionary Traffic Maintenance agreement with WisDOT**
Motion (Dill/Sharpe) to recommend the County Board approve the Discretionary Traffic Maintenance agreement for sign replacement and pavement marking with WisDOT in the amount of \$116,400. Motion carried. No negative vote.
9. **Correspondences**
The Commissioner read and made available the correspondences listed on the agenda to the Committee Members for their review.
10. **Highway Department report on activities**
A spreadsheet was distributed to explain what projects the employees were working on, along with how many hours spent on each project. Projects worked on were snow removal, illegal sign removal in state right-of-way, patching, sign repairs, brush cutting and general maintenance. No action taken.
11. **Schedule of Vouchers**
Motion (Sharpe/Bauer) to approve the vouchers in the amount of \$147,064.95 as presented. Motion carried. No negative vote.
12. **Next Meeting Date**
The next meeting date will be on February 16, 2011 at the Peshtigo Highway Shop beginning at 9:00 a.m.
13. **Adjournment**
Motion (Sharpe/Bauer) to adjourn the meeting at 10:30 a.m. Motion carried. No negative vote

Kellie Hartman/Administrative Assistant
Date approved/correct