



## Marinette County HIGHWAY DEPARTMENT

Raymond G. Palonen  
Highway Commissioner

**MINUTES**  
**Meeting of the Highway Committee**  
**Wednesday, January 7, 2015**  
**9:00 a.m.**  
**Peshtigo Highway Office**

**Members Present:** Chairperson Bousley, Supervisors Policello, Bauer, Kaufman and Nichols

**Others Present:** Highway Commissioner Ray Palonen, Patrol Superintendent Joe Baranek; Herman Pottratz Town of Peshtigo, Administrative Assistant 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**

**Motion** (Policello/Nichols) to approve the agenda as presented. Motion carried.

**3. Approve/correction of minutes**

**Motion** (Bauer/Nichols) to approve the minutes of December 17, 2014 as presented. Motion carried.

**4. Public Comment**

Herman Pottratz – Little River Bridge on CTH BB  
Misc. Right of Way Permit

**5. Amendment number 1 for Little River Bridge**

**Motion** (Policello/Nichols) to recommend County Board approve contract amendment number 1 for the Little River Bridge design between Mead and Hunt, Inc., WisDOT and Marinette County for a total increase of \$43,710.68, pending Corporation Counsel review. Motion carried. No – Bauer Attachment A

**6. Miscellaneous Work in Right of Way Permit**

**Motion** (Bousley/Policello) to approve the Miscellaneous Work in the Right of Way Permit form to be used effective January 1, 2015 for activities in the county right of way other than the installation of driveways or utilities. Motion carried. Attachment B

**7. 2015 equipment RFP's**

**Motion** (Kauffman/Nichols) to authorize the Commissioner to issue RFP's for 2015 budgeted equipment purchases. Motion carried.

**8. Correspondences**

None

**9. Information: Commissioner's report**

The Commissioner reported that Patrol Superintendent Joe Baranek received a service award from Wisconsin County Highway Association for 30 years of service. The Highway Department 2014 budget ended with a surplus in the general maintenance account of approximately \$135,000, a deficit in the winter maintenance account of approximately \$200,000 and a surplus in the construction account of approximately \$1,000,000. WisDOT increased the general transportation aides from 1,118,000 in 2014 to 1,160,000 in 2015 which is \$3,500 per county mile.

**10. Informational: Report on activities by Highway Supervisors**

Joe Baranek reported there have been 3 snow events so far in 2015. The crew has been busy brush cutting and mixing sand. Employees who had vacation hours remaining used them over the holidays. Before CTH "L" & CTH "K" is chip sealed this summer, the crews will prepare the roadways by crack sealing.

**11. Schedule of Vouchers**

**Motion** (Kaufman/Bauer) to approve the vouchers in the amount of \$221,825.53 as presented. Motion carried.

**12. Next Meeting Date**

If the Commissioner feels a second meeting this month is warranted, the next meeting will be on Wednesday, January 21, 2015 otherwise the next meeting will be on February 4, 2015 beginning at 9:00 a.m. at the Peshtigo Highway Shop.

**13. Adjournment**

**Motion** (Kaufman/Nichols) to adjourn the meeting at 10:00 a.m. Motion carried.

Kellie Hartman/Administrative Assistant  
Date approved/correct

**AMENDMENT NO. 1 TO THE CONTRACT  
BETWEEN MARINETTE COUNTY (MUNICIPALITY),  
THE WISCONSIN DEPARTMENT OF TRANSPORTATION (DEPARTMENT)  
AND MEAD & HUNT, INC. (CONSULTANT) FOR**

Project ID 9327-02-00  
Town of Peshtigo  
Little River Bridge and Approaches  
CTH BB  
Marinette County

The contract made and entered into by and between the MUNICIPALITY, DEPARTMENT and CONSULTANT, dated December 6, 2013 is hereby amended as set forth on the following pages.

The primary reasons for this amendment:

To provide for additional survey effort, environmental documentation, agency coordination, retaining wall plans, meetings, right-of-way plat, report revisions, revised preliminary plans and title searches needed as a result of 6(f) properties adjacent to the PROJECT which was not included in the original contract.

This AMENDMENT extends the CONTRACT by 10 months from the original completion date to June 1, 2016.

The CONSULTANT will be compensated by the DEPARTMENT for services provided under this CONTRACT on the following basis:

- A. For Road Plans, Structure Plans, Design Reports, Environmental Documentation, and P.S.& E. Documents performed by the CONSULTANT:

Actual cost to the CONSULTANT up to \$83,582.83 (increase of \$36,551.08) plus a fixed fee of \$5,787.28 (increase of \$2,536.60), not to exceed \$89,370.11 (increase of \$39,087.68) in total.

- B. For Drilling and Sampling of soils including subsurface exploration report subcontracted to River Valley Testing Corporation (RVT), the CONSULTANT'S actual cost paid to RVT not to exceed a \$7,863.00 (increase of \$3,123.00) for the cost per unit listed in the table below.

Item Description	Unit Type	Unit Cost
Mobilization and Equipment Rental	EA	\$370.00
Standard Penetration Test Borings (2 @ 75') (0'-20' at \$10/ft, 20'- 40' at \$11/ft, 40'+ at \$14/ft)	FT	\$310.00
Utility Clearance and Coordination	EA	\$125.00
Bole Hole Abandonment (30' at \$3.50/ft)	FT	\$105.00
Hole Patch (1 @ \$20.00/each)	EA	\$20.00
Traffic Control Signs (\$75.00/day)	DAY	\$75.00
Boring Layout and Elevations	EA	\$100.00
Lab Testing and Boring Log Preparation	EA	\$250.00
Report Preparation	EA	\$1,738.00

- C. For up to six (6) title searches and one (1) title search update, subcontracted to First American Title Insurance Company, the CONSULTANT's actual cost not to exceed \$1,500.00 (increase of \$1,500.00) for a cost per unit listed in the table below.

Item Description	Unit Type	Unit Cost
Parcel Title Searches	EA	\$250.00
Parcel Title Search update (if required)	EA	\$50.00

- D. Total compensation for the above services shall not exceed \$98,733.11 (increase of \$43,710.68).

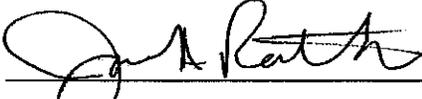
The CONSULTANT Representative is: John Rathke, P.E.; 1345B North Road, Green Bay WI 54313; [john.rathke@meadhunt.com](mailto:john.rathke@meadhunt.com); and 920-496-0500.

The MUNICIPALITY Representative is: Raymond G. Palonen; Marinette County Highway Department, 501 Pine Street, Peshtigo, WI 54157; [RPalonen@marinettecounty.com](mailto:RPalonen@marinettecounty.com); and 715-582-3771.

The DEPARTMENT Representative is: Jeff Saxby; SEH, Inc., 425 West Water Street, Ste. 300, Appleton, WI 54911; [jsaxby@sehinc.com](mailto:jsaxby@sehinc.com); and 920-380-2805.

In witness whereof, the parties hereto have caused this amendment to be executed and approved on the date signed by their authorized officers or representatives.

For the CONSULTANT

By:   
John A. Rathke, PE

Title: Vice President

Date: 12/10/14

For the DEPARTMENT

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

For the MUNICIPALITY

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Attachment B

MARINETTE COUNTY HIGHWAY DEPARTMENT

501 Pine Street  
Peshtigo, WI 54157  
Permit Fee: \$ 50.00

Permit is valid for 12 months after the date of issue.

**PERMIT TO PERFORM MISCELANIOUS WORK IN COUNTY RIGHT OF WAY**

The undersigned and designated applicant requests permission to perform work in the county right of way hereinafter described on county trunk highway right-of-way, and in consideration of being granted permission, as evidenced by the approval of the authorized representative of the Highway Department. You should obtain all required approvals from other local, state and federal jurisdictions, especially when projects will impact wetlands, lakes or streams. This includes permits from the Town, County Zoning, Department of Natural Resources, Wisconsin Department of Transportation, and the Army Corps of Engineers if applicable. Applicant acknowledges that, if permit is granted, is responsible for costs associated with removal or alterations at a future date resulting from a highway maintenance or construction project.

**DESCRIPTION**

C.T.H. \_\_\_\_\_

Along the \_\_\_\_\_ side of the highway \_\_\_\_\_ miles \_\_\_\_\_  
(direction N.E.S.W.) (direction N.E.S.W.)

\_\_\_\_\_  
(City, Village, Road Junction, Section Line, or other well-defined point)

in the \_\_\_\_\_ Sec. \_\_\_\_\_, Tn. \_\_\_\_\_, North, Range \_\_\_\_\_

Description of proposed work within county right-of-way and special restrictions, intersection clearances, dimensions, pictures, and other details of the proposed installation, including reference to attached sketches, if any

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Permit Conditions: (To be filled out by Marinette County Hwy Dept.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Permit Conditions Met \_\_\_\_\_ Yes/No