

NOTICE OF AN ELECTRONIC MEETING

The following meeting will have a videoconferencing/teleconferencing option. The public may attend in person at the location noted on the agenda. The public is encouraged to attend via electronic means.

	Public Works Committee Monday December 6, 2021 – 6:00 pm Conference Call 1.312.626.6799 Zoom Meeting ID: 879 2737 2364 Passcode:403761 Health & Human Services Center – Community Room 303 W. Chapel Street Dodgeville, Wisconsin	Iowa County Wisconsin
For information regarding access for the disabled please call 935-0399. <i>Any subject on this agenda may become an action item.</i>		
1	Call to order.	
2	Roll Call. (Committee & Audience)	
3	Consent Agenda: One motion to adopt all of the consent agenda items: A. Approve the meeting Agenda for December 6, 2021. B. Approve the Minutes of October 25, 2021 meeting. C. Next meeting: Monday January 3, 2022 Set Time for the Next Meeting(s).	
4	Report from committee members and an opportunity for members of the audience to address the committee. No action will be taken.	
5	Consider a Request for an Intersection Spacing Variance for a Driveway on CTH Q / Hanson Road – Jeff & Megan Perrin.	
6	Consider Resolution in Support of a Transportation Alternative Projects grant for CTH T in Barneveld.	
7	Consider Amendments to Ordinance 800.18B Iowa County All-terrain and Utility-terrain Vehicle Ordinance.	
8	Consider 3 rd Quarter 2021 Finance Reports. Chair's recommendation to read and follow up with respective Department Heads for any questions.	
9	Disclosure of Potential Conflict of Interest – CDBG CTH N Project CL-PF-20-18.	
10	Land Conservation Department 2021 4 th Quarter Report – Chairs' recommendation to read and follow up with LCD with any questions.	
11	Culvert Pipe Spot Improvement Right of Way and Relocation Orders for: A. CTH H (N) - 27 B. CTH HH - 11 C. CTH T - 30 D. CTH T (N) – 40A E. CTH T (N) – 43 F. CTH T (N) – 47	

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10	Highway Commissioner's Report A. How to Navigate a R-Cut / J-Turn video from WisDOT. B. Discussion of proposed improvements to USH 18/151 at various at-grade intersections. C. Position Recruitment (Operations Manager, Highway Office Accountant Specialist, Mechanic, Equipment Operator, Section and Auxiliary Patrol). D. Recap of County Highway Improvement Project Applications (LRIP) for 2022 and Backlog. E. January 2022 Wisconsin County Highway Association (WCHA) Road School Agenda and Registration. F. WCHA Constitution Revisions. G. WCHA Position Recruitment.
11	Adjournment.
Posting verified by the County Clerk's Office: Date: Initials:	



Public Works Committee UNAPPROVED MINUTES
Monday October 25, 2021 – 6:00 pm
Health & Human Services Center – Community Room
303 W. Chapel Street
Dodgeville, Wisconsin

**Iowa
County
Wisconsin**

1	The meeting was called to order at 6:01pm by Sup. Gollon
	Roll Call: All members present.
2	Others present: Commissioner Hardy, Administrator Bierke, Sups C Peterson and Davis. Present via Zoom: Sups. Leix, Chair Meyers, Operations Manager Sudmeier.
3	Sup. Butteris moved to approve the agenda for this meeting and the minutes for the meeting on September 30, 2021. Sup. Deal seconded the motion. Sup. Storti moved for a friendly amendment to the minutes related to the mis-spelling of her last name in Item #3. Carried unanimously. Next meeting date was set to be held on Monday December 6, 2021 at 6:00 P.M. Chair Gollon requested a discussion of future meeting times for winter at the next meeting.
4	Public Comment. Sup. Storti commented on the Lone Rock bridge replacement meeting she attended. She commended Sen Marklien on expediting the project with WisDOT to a 2022-24 design-build project schedule. She summarized the existing bridge will remain open to traffic during construction of the new, and the new bridge will move west from the existing location away from the rock outcrop.
5	CTH K Transportation Alternatives Project application. Storti moved to approve the Resolution in support of the Transportation Alternatives Grant application for CTH K in Hollandale. Motion seconded by Deal. Discussion of cost share and estimate for the project. Hardy commented the school district had already provided a letter of support, and the village was considering a resolution as well. Hardy commented he is also reviewing a potential application for CTH T in Barneveld. Motion carried unanimously.
6	Consider the 2022 50-50 Bridge Resolution. Hardy provided a Powerpoint slide deck illustrating the projects undertaken and funded by the towns in 2021. Motion by Butteris, seconded by Deal. Motion carried unanimously.
7	Highway Commissioner's Report A. Hardy provided a Powerpoint slide deck of the status for projects on CTH N (CDBG Close), CTH NN (LRIP CHIP). B. Work to be completed yet this fall by the Department wedging on CTH B, IG, N, and T, Airport taxiway reconstruction, and USH 151. C. Discussion of damage caused to the CTH E bridge P-25-0033 near Keough Springs Road. The bridge posting was lowered from 40Tons to 15Tons. And, WisDOT was requested out to do some timber pile borings to determine the strength / carrying capacity of the remaining piles. Unfortunately, the bridge is not eligible for STP-Bridge program funding until 2023 due to its' current NBI rating. So, improvements for this bridge will not occur prior to 2025 at this point. Hardy commented the department reviews the bridge annually, and will continue to monitor its' condition. D. Hardy provided a slide deck presentation of the asphalt plant and discussed issues with the plant needing repair / upgrade. He stated a couple of contractors have reviewed the plant and provided

	a ballpark for upgrades of \$185,000 to \$225,000, which would include replacement of the dryer drum, repairs to the oil tanks and lines, retrofitting the conveyor and feed bins, repairs to the silo and hotmix towers, repairs to the baghouse and wiring upgrades. Motion by Masters, second by Storti to revise the 2022 capital budget to allow for hotmix asphalt plant repairs by the Highway Department. Discussion continued of economics of operation and other options available. Motion carried unanimously. E. Hardy advised the committee the Long Range Planning committee would be discussing several Highway Department funding items at their next meeting. F. Hardy recapped the legislative white papers for the various work zone safety bills the WCHA was moving in this session. G. WisDOT will host a virtual public officials meeting to discuss the mill and overlay of STH 39 Hollandale to New Glarus on October 26th.
8	Sup. Storti moved to adjourn the meeting. Sup. Masters seconded the motion. Carried unanimously. Meeting adjourned at 6:56 pm
Minutes Prepared and submitted by Craig Hardy, Highway Commissioner.	

	Highway Commissioner's Report H. Hardy provided a Powerpoint slide deck of the status for projects on CTH N (CDBG Close), CTH NN (LRIP CHIP). I. Work to be completed yet this fall by the Department wedging on CTH B, IG, N, and T, Airport taxiway reconstruction, and USH 151. J. Discussion of damage caused to the CTH E bridge P-25-0033 near Keough Springs Road. The bridge posting was lowered from 40Tons to 15Tons. And, WisDOT was requested out to do some timber pile borings to determine the strength / carrying capacity of the remaining piles. Unfortunately, the bridge is not eligible for STP-Bridge program funding until 2023 due to its' current NBI rating. So, improvements for this bridge will not occur prior to 2025 at this point. Hardy commented the department reviews the bridge annually, and will continue to monitor its' condition.
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Minutes Prepared and submitted by Craig Hardy, Highway Commissioner.	

AGENDA ITEM COVER SHEET

Title: Perrin Driveway Variance Request

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

Jeff and Megan Perrin have purchased a property along CTH Q in the Town of Highland. They have requested a driveway along CTH Q, whereas the property was previously served off of Hansen Road. The proposed driveway location cannot be met within the criterion of the existing Highway Access Ordinance due to proximity to another existing drive on the same side of the road. Sight visibilities are an issue for the proposed and existing access locations.

RECOMMENDATIONS (IF ANY):

Denial of the request requires the landowner to work with the township for access from Hansen Road. Approval of the request will require a variance to the Highway Access ordinance for either of the following: same side of road driveway spacing distance or intersection spacing distance. Sight visibility is an issue at the location for both the existing and proposed locations.

ANY ATTACHMENTS? (Only 1 copy is needed)

☐ Yes

☒ No

If yes, please list below:

Commissioner will provide a powerpoint of the issues for the property and location requested.

FISCAL IMPACT:

None to the county.

LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

PRESENTATION?:

☒ Yes

☐ No

How much time is needed? 10-15 Minutes

COMPLETED BY: CRH

DEPT: Highway

2/3 VOTE REQUIRED:

☐ Yes

☒ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE: 12-06-2021

AGENDA ITEM # 5

COMMITTEE ACTION:

7

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AGENDA ITEM COVER SHEET

Title: Resolution in support of a Transportation Alternatives Grant application for

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

The Highway Department proposes to apply for a Federal-State transportation alternatives program grant for a portion of CTH T in the Village of Barneveld from Oak Park Drive / Wood Street intersection in the village to the Birch Lake Park. The grant cycle is now open through mid-February. Applications with broad community support tend to increase an opportunity for award. The village of Barneveld is in the process of developing a community park plan and has authorized a Resolution of support for the project to enhance public access to the park.

RECOMMENDATIONS (IF ANY):

Recommend to approve the Resolution and authorize applying for the grant.

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

Copy of the Resolution.

FISCAL IMPACT:

Project cost is split among the village, county, and state if awarded. Project will be a future capital improvement for 2023 or 2024. Cost share between the village and county (local share) will be determined through project design. The grant awards are funded 80% state and 20% local. Local share amounts will be identified through design. Maintenance and upkeep of the non-roadway portions when completed will be borne by the Village via agreement with the county.

LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

PRESENTATION?:

☒ Yes

☐ No

How much time is needed? 5 Mins or less

COMPLETED BY: CRH

DEPT: HIGHWAY

2/3 VOTE REQUIRED:

☐ Yes

☒ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE: 12/06/2021

AGENDA ITEM # 6

COMMITTEE ACTION:

Blank

Resolution No. _____

**AUTHORIZATION AND SUPPORT OF APPLICATION FOR
2022-2026 TRANSPORTATION ALTERNATIVES PROGRAM**

Relating to the County of Iowa's participation in the Wisconsin Department of Transportation 2022-2026 Transportation Alternatives Program (TAP).

WHEREAS, Federal monies are available under the 2022-2026 Transportation Alternatives Program to be used for the construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation.

WHEREAS, after due consideration, the Iowa County Board has recommended that an application be submitted to the State of Wisconsin for the following project.

CTH T Roadway and Shared-Use Access Path to Birch Lake Community Park, Barneveld, WI and

WHEREAS, it is necessary for the Iowa County Highway Department to prepare the application to provide federal funding for the cost for design and construction of improvements to CTH T in the Village of Barneveld for providing a shared use path facility (bike-ped path) to the Birch Lake Park and Community Park. The project will also provide roadway improvements to CTH T; and

WHEREAS, the Iowa County Highway Department will provide temporary payment for 100% of the cost for the project until it is completed. At that time reimbursement of approximately 60% of the cost, as per an approved agreement with the Wisconsin Department of Transportation. The remainder of the cost will be divided proportionally per facilities owned with the Village of Barneveld and Iowa County; and

WHEREAS, the Iowa County Highway Department will maintain the on-street portions and the Village of Barneveld will provide all maintenance of the path / sidewalk facility, lighting, and crosswalk components after construction, and

WHEREAS, the project will require land acquisitions for highway easement the costs for said acquisitions will be 100% funded by the Iowa County Highway Department. The acquisition process will follow all federal requirements; and

WHEREAS, it is anticipated that design will take place in the years of 2022 and 2023 and construction will commence between the years 2023 - 2024; and

NOW, THEREFORE, BE IT RESOLVED, that the County Board of Iowa does APPROVE and SUPPORT the project and AUTHORIZE the Highway Commissioner to prepare and file an application for participation in the 2022-2026 Transportation Alternatives Program; and

BE IT FURTHER RESOLVED, that the County Highway Commissioner is hereby authorized to sign all necessary documents on behalf of the County; and shall submit a copy of this resolution to the Wisconsin Department of Transportation Multi-modal Coordinator for consideration with the TAP grant application.

AGENDA ITEM COVER SHEET

Title:Amendment of Ordinance 600.18B ATV-UTV Route Ordinance

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

Annually in November of the year, the Traffic Safety Commission reviews the ATV-UTV Ordinance along with any route requests, incidents, or concerns. There has been a route request from the residents along CTH BH and an ATV-UTV club to add a portion of CTH BH to the roads utilized for routes. In addition, there has been removal of a STH route due to denial of the request to utilize a portion of STH 191 near CTH BB by the state. Lastly, on page three; there are some minor formatting revisions.

RECOMMENDATIONS (IF ANY):

Recommend to approve as amended by the Traffic Safety Commission's review.

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

Amended ordinance as proposed.

FISCAL IMPACT:

None.

LEGAL REVIEW PERFORMED:

☒ Yes

☐ No

PUBLICATION REQUIRED:

☒ Yes

☐ No

PRESENTATION?:

☒ Yes

☐ No

How much time is needed? 5 Mins

COMPLETED BY: CRH

DEPT: Highway

2/3 VOTE REQUIRED:

☐ Yes

☒ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE: 12-06-2021

AGENDA ITEM # 7

COMMITTEE ACTION:

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Ordinance No. 600.18B

IOWA COUNTY
ALL-TERRAIN and UTILITY TERRAIN VEHICLE ROUTE ORDINANCE

SECTION 1.0: INTRODUCTION

1.1 NAME

This Ordinance shall be called the Iowa County All-Terrain and Utility-Terrain Vehicle Route Ordinance.

1.2 INTENT

Following due consideration of the recreational and economic value to connect trail opportunities and weighted against possible dangers, public health, liability aspects, terrain involved, traffic density and history of automobile traffic, this ordinance has been created pursuant to County Board authority under Wis. Stat. ss. 59.02, 23.33(4)(d)3.b., 23.33(11)(a) and (am), and 23.33(8)(b) as amended.

1.3 DEFINITIONS

- A. All-Terrain Vehicle ("ATV") has the meaning specified within Wis. Stat. ss. 340.01 (2g).
- B. ATV/UTV Route shall mean a highway or sidewalk designated for use by all-terrain and utility-terrain vehicle operators by the governmental entity having jurisdiction.
- C. Utility-Terrain Vehicle ("UTV") has the meaning specified within Wis. Stat. ss. 23.33 (1), (ng).

1.4 SEVERABILITY

The provisions of this Ordinance shall be deemed severable and it is expressly declared that Iowa County would have passed the other provisions of this Ordinance irrespective of whether one or more provisions may be declared invalid. If any provision of this Ordinance or the application to any person or circumstance is held invalid, the remainder of this Ordinance and the application of such provisions to other persons and circumstances shall not be deemed affected.

1.5 SAVING CLAUSE

This Ordinance shall in no way be deemed to supplant or otherwise invalidate any provision of state statutes relating to the subject matter hereof. Any person entrusted with the enforcement of this Ordinance may, in the exercise of his or her discretion, proceed under applicable state statutes.

SECTION 2.0: ATV/UTV ROUTES AND OPERATION

2.1 RULES OF OPERATION

- A. All ATV/UTVs shall operate only on the paved portion of the roadway. Operation on the gravel shoulders, grassy in-slope, ditches, or other highway right-of-way area is prohibited and illegal.
- B. No ATV/UTV shall be operated at a speed greater than 30 miles per hour (MPH), or the posted speed limit, whichever is lower.
- C. No ATV/UTV may be operated on any designated route between the hours of 1:00 AM and 5:00 AM daily.
- D. All ATV/UTV operators shall ride in single file on the extreme right hand side of the paved portion of the highway except that left turns may be made from any part of the roadway which is safe given prevailing conditions.
- E. All ATV/UTV operators shall have their headlight and taillight illuminated, while operating on a county highway.
- F. All operators
 - a. of ATV's and UTV's must be 16 years of age or older.
 - b. Of ATV's, who are at least 16 years of age and who are born on or after January 1, 1988 shall possess a valid state-issued ATV/UTV Safety Certificate.
 - c. of UTV's who are at least 16 years of age and who are born on or after January 1, 1988 must possess a valid state-issued Safety Certificate.
 - d. of ATV/UTV's and any passengers under 18 years old shall wear protective headgear while operating on route-designated county highways.
- G. Mandatory Use of Seatbelts during operation of a UTV. ALL occupants riding in, or operating a UTV, shall be required to wear a seatbelt when travelling on any trail or route within Iowa County.
- H. Possession of Open Intoxicants in an ATV or UTV while in operation. It shall be unlawful for any person to possess any bottle or receptacle containing alcohol beverages if the bottle or receptacle has been opened, the seal has been broken, or the contents of the receptacle have been partially removed, while operating or as a passenger on an ATV or UTV on any road or road route in Iowa County.
- I. ATV/UTV operation shall be subject to all provisions of WI Stats. S. 23.33, which is adopted as a part of this ordinance by reference.

2.2 SIGNAGE OF ATV ROUTES

- A. Routes shall be marked with uniform all-terrain vehicle route signs in accordance with

s. NR 64.12(7), Wisconsin Administrative Code. No person may do any of the following in regard to signs marking ATV/UTV routes:

- 1) Intentionally remove, damage, deface, move, or obstruct any uniform ATV/UTV route or trail sign or standard or intentionally interfere with the effective operation of any uniform ATV/UTV route or trail sign.
- 2) Possess any uniform ATV/UTV route or trail sign or standard of the type established by the department for the warning, instruction or information of the public, unless he or she obtained the uniform ATV/UTV route or trail sign or standard in a lawful manner. Possession of a uniform ATV/UTV route or trail sign or standard creates a rebuttable presumption of illegal possession.

B. Every area authorized as being closed to an all-terrain vehicle/utility-terrain vehicle shall be designated by a No all-terrain vehicle/utility-terrain vehicle pictogram sign having a reflectorized black all-terrain vehicle symbol, a red circle with a red line through it, and on a reflectorized white background with a minimum size of 12 inches by 12 inches or a green reflectorized background with a minimum sign size of 24 inches by 18 inches with a white message stating END ATV/UTV ROUTE and a white atv/utv pictogram; where appropriate, placed at the location of the end of an ATV/UTV route or at the closest side road intersection, and such location as to notify the ATV/UTV operators to not drive beyond that point.

C.

D.C. All required designated route signs shall be paid for by an ATV/UTV club, with approval, installation, and maintenance of the signs by the Iowa County Highway Department.

E.D. The quantity and location of signage shall be reviewed and approved by the Iowa County Highway Commissioner, where appropriate, placed at the beginning of an all-terrain vehicle route within the county and at such locations and intervals deemed necessary to enable the ATV/UTV operators to follow the route.

F.E. No sign may be mounted on any existing County sign post or telephone post/pole. Posts shall be suitably sized for mounting the necessary amount of signs at the location

G.F. No person shall operate an ATV/UTV contrary to any authorized and official posted sign.

2.3 DESIGNATION OF ROUTES

All requests for new or revised ATV/UTV route designations shall first be submitted to the Iowa County Traffic Safety Commission for review at its November quarterly meeting. The Iowa County Traffic Safety Commission shall review such requests for County Trunk Highway (CTH) route designations and make a recommendation to the Iowa County Public Works Committee. The Public Works Committee shall review designation of ATV/UTV routes, including appropriate criteria for making a designation, and make a recommendation to the Iowa County Board of Supervisors. County highways designated as ATV/UTV routes

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shall be approved by the Iowa County Board of Supervisors by amendment of Sec. 2.3 of this Ordinance.

A copy of ATV/UTV routes, along with a map showing their location, shall be kept on file at the Highway Department. The Iowa County Highway Department shall file ATV/UTV routes adopted by this Ordinance with the Department of Natural Resources Conservation Warden for Iowa County and with the Madison, Wisconsin, Office of the Wisconsin Department of Natural Resources.

The Iowa County Highway Commissioner shall have the authority to temporarily close, suspend operation on, or terminate any ATV/UTV route enacted by this Ordinance for a period up to ninety (90) days due to hazard, safety, construction, or emergency conditions on any highway segment by placement of signage at the locations of the closure. The Highway Commissioner may also for a period of up to (90) ninety days, have the authority to designate any of the above closed segments to be opened for use and utilized for an alternate route. Alternates or closures for duration of greater than ninety (90) days shall be reviewed by the Public Works Committee.

- A. All Iowa County Trunk Highways shall be considered as ATV/UTV routes except as noted in Subsection B herein and posted as otherwise.
- B. The following sections of Iowa County Trunk Highways shall be PROHIBITED from ATV/UTV route usage and will be signed CLOSED to ATV/UTV traffic:
 - a. CTH A from the intersection of Heins Road easterly to USH 151.
 - b. CTH A in the Township of Moscow from Brue Road easterly to Dane County.
 - c. CTH B from Sunny Slope Road westerly to STH 39.
 - d. CTH BH within and from Blackhawk Lake County Park westerly to [STH 80 the end of the horizontal curve 1,000 Ft north/east of Fire Number #1907 at the Carter/Bettner Field Entrance.](#)
 - e. CTH C from Fire #6279 driveway at the Spring Valley Inn easterly to and including the STH 14 intersection.
 - f. CTH C from High Point Road westerly to STH 23.
 - g. CTH C from STH 23 westerly to STH 130 in the Townships of Clyde and Wyoming.
 - h. CTH CH from County Farm Road northerly to STH 18.
 - i. CTH D from Sunny Ridge Road southerly to STH 39.
 - j. CTH DD from Pleasant View Road westerly to STH 39.
 - k. CTH E from Cave Road westerly to STH 39.
 - l. CTH F from CTH A southerly to the Village of Blanchardville limits.
 - m. CTH F from Prairie Grove Road northerly to Dane County.
 - n. CTH H from Twin Court northerly to CTH Y / Dugway Road.
 - o. CTH H from Fire #7195 Pappas' Trading Post driveway northerly to and including the STH 14 intersection.
 - p. CTH HHH from Strutt Road southeasterly to USH 18/151.
 - q. CTH I in the Township of Clyde from CTH P (South) easterly to STH 130.
 - r. CTH II in the Township of Clyde from Adams Hill Road northerly to CTH I.
 - s. CTH K from Jones Street northerly to USH 18/151.
 - t. CTH K from CTH ID southerly to USH 18/151.
 - u. CTH K from CTH HH north to Mounds Park Road.
 - v. CTH K from Ridgeview Road northerly to Sweeney Road.
 - w. CTH K from Zwettler Road northerly to Frame Road.

- x. CTH K from Roelke Road northerly to STH 14.
- y. CTH KK from CTH K easterly to Dane County.
- z. CTH M from Hunter Hollow Road northerly to and including the STH 130 intersection.
- aa. CTH N in the Township of Clyde from Pine Knob Road southerly to CTH I.
- bb. CTH N from Wisconsin Avenue northerly to STH 133.
- cc. CTH NN in the Township of Clyde from CTH N to STH 130.
- dd. CTH O from the Lafayette County line northerly to Business 151 at Mineral Point.
- ee. CTH Q from Hazy Lane southwesterly to STH 80
- ff. CTH QQ from CTH Q north to STH 39.
- gg. CTH P from Hach Road westerly to STH 80.
- hh. CTH P from Busch Road easterly to STH 80.
- ii. CTH P from Old 80 Road northerly to STH 133.
- jj. CTH S from Ferrell Road westerly to STH 39.
- kk. CTH T from Schurch Road northerly to USH 18/151.
- ll. CTH T in the Township of Wyoming from Erdmann Road to STH 23.
- mmm. CTH W from CTH DD northerly to STH 39.
- nn. CTH W from Sylvan Road southerly to STH 39.
- oo. CTH W from Sunny Ridge Road northerly to STH 39.
- pp. CTH Y from Governor Dodge Road westerly to USH 23/151.
- qq. CTH Y from McGraw Road northerly to STH 191.
- rr. CTH Y from STH 191 northerly to USH 18/151; with exception to the intersection with Section Line road.
- ss. CTH YD from the Midway Bowling Lanes driveway westerly to and including the intersection with USH 23/151.
- tt. CTH YZ from Evans Quarry Road southerly to USH 18/151.
- uu. CTH XX from CTH B northerly to STH 18.
- vv. CTH Z in the Township of Wyoming from Korbeck Road northerly to CTH T.
- ww. CTH ZZ from Fire Number #4425 westerly to STH 23.

C. Under Wis. Stat. ss. 23.33(4)(d)3.b and 23.33 (11)(am)3., the County authorizes the operation of ATVs/UTVs on:

- i. STH 39 in the village of Linden and Town of Linden, from the intersection with Galena Street to the intersection with Dodgeville Street (also known as Wearne Road) including the bridge over Peddler creek, in the town of Linden ,Sec 8 and 9; T5N; R2E; a distance of 0.25 miles.
- ii. STH 39 in the Town of Mineral Point and the City of Mineral Point, from the intersection of CTH QQ to the 30/45 speed limit transition near the City of Mineral Point, including the bridge over the Mineral Point Branch of the Pecatonica River, in Sec. 36; T5N; R2E, a distance of 0.5 miles more or less.
- iii. STH 191, in the Village of Hollandale, from the intersection with 5th Avenue to the intersection with CTH K including the bridge over the Dodge Branch of the Pecatonica River, Sec.30; T5N; R5E; a distance of 787 feet more or less.
- ~~iv. STH 191, in the Town of Ridgeway, from the intersection with CTH BB to the intersection with Spring Road, Sec.4; T4N; R4E; a distance of 0.3 miles more or less.~~

SECTION 3.0: ENFORCEMENT AND PENALTIES

This ordinance shall be enforced by any officer employed by the Iowa County Sheriff Department or any other law enforcement official as set forth in Wisconsin Statute §

23.33(12).

3.1 PENALTIES

The penalty for violating any provision of § 2.2 of this ordinance or §§ 2.3(A) (1) or (2), (D), or (E) shall result in a forfeiture of not more than \$250.00, plus court costs.

SECTION 4.0: EFFECTIVE DATE

This Ordinance and subsequent amendments to it shall be effective on the date after publication. Ordinance No. 600.18B was adopted by the Iowa County Board of Supervisors on July 16, 2013, and amended at the following sessions of the County Board: April 21, 2015; April 19, 2016; December 20, 2016; December 19, 2017; March 20, 2018; March 19, 2019; December 17, 2019; March 17, 2020; March 16, 2021; December XX, 2021.

AGENDA ITEM COVER SHEET

Title: 9-30-2021 Financial Reports for the Public Works Committee

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

9-30-2021 Preliminary financial report with a comparison of budget to actual year-do-date for the departments that report to the Public Works Committee

RECOMMENDATIONS (IF ANY):

For informational purposes only

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

Preliminary 9/30/2021 Financial Statements

FISCAL IMPACT:

None, status of the 2021 budgetary balances as of 9/30/2021 - preliminary

LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

STAFF PRESENTATION?:

☐ Yes

☒ No

How much time is needed? _____

COMPLETED BY: Jamie Gould

DEPT: Finance Department

2/3 VOTE REQUIRED:

☐ Yes

☒ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE:

AGENDA ITEM #

COMMITTEE ACTION:

	A	B	C	D	E	F	G	H	I
1	Iowa County Public Works Committee - Financial Statement - Includes only those Departments that report to the Committee								
2	For the Period Ending September 30, 2021 prepared 11/21/2021								
	<u>Department</u> <u>General Fund</u>	<u>2021 Tax Levy</u> <u>Amount -</u> <u>Adopted &</u> <u>Fund Balance</u> <u>Applied</u>	<u>Budget</u> <u>Adjustments</u> <u>/ Transfers</u>	<u>Carryovers</u> <u>From Prior</u> <u>Year</u>	<u>2021 Tax Levy</u> <u>+ Budget</u> <u>Adjustments /</u> <u>Transfers /</u> <u>Carryovers</u>	<u>Revenues -</u> <u>other than</u> <u>Tax Levy</u>	<u>Expenditures</u>	<u>Excess</u> <u>(Deficiency) of</u> <u>Revenues over</u> <u>Expenditures</u>	<u>Notes</u>
3									
4	Planning & Development included GIS	86,591		165,331	251,922	315,861	312,032	255,751	
5	Land Conservation	184,248		63,105	247,353	98,756	330,586	15,523	
6									
7									
8	Total General Fund	270,839	-	228,436	499,275	414,617	642,618	271,274	
9									
10	Special Revenue & Capital Funds								
11	Iowa County Airport - operating	76,437			76,437	160,949	156,582	80,804	
12	Wisconsin River Rail Transit - Expenditures	30,000			30,000	-	30,000	-	
13	Capital Projects Fund - Land Conservation Only	79,030			79,030	-	18,000	61,030	
14	Capital Projects Fund - Planning & Development Only	125,000			125,000	-	-	125,000	
15	Capital Projects Fund - Airport only	101,000			101,000	-	14,858	86,142	
16	Special Rev & Capital Funds Total	411,467	-	-	411,467	160,949	219,440	352,976	
17									
18	Enterprise Funds								
19	Highway Dept-includes 50/50 bridge aids & Hwy Debt Pmts	5,484,671	500,000		5,984,671	4,759,293	9,858,260	885,704	
20	Enterprise Funds Total	5,484,671	500,000	-	5,984,671	4,759,293	9,858,260	885,704	
21									
22	Total of All Funds	6,166,977	500,000	228,436	6,895,413	5,334,859	10,720,318	1,509,954	

	A	B	C	D	E	F	G	H	I
1	Departments that Report to the Iowa County Public Works Committee						compiled 11/21/2021		
2	For the period ending 9/30/2021 prepared 11/21/2021								
3	Revenue - Compare Budget to Actual	2021 Adopted Annual Budget including Tax Levy & Fund Balances Applied	Budget Adjustments / Transfers	Carryovers From Prior Year	2021 REVISED BUDGET	Total Department YTD REVENUES	REMAINING BALANCE	PCT OF YEAR	PCT YTD
4	100 GENERAL FUND								
5	75 PLANNING & DEVELOPMENT DEPT	497,881			497,881	315,861	182,020	69%	63%
6	84 LAND CONSERVATION DEPARTMENT	537,915			537,915	98,756	439,159	69%	18%
7									
8	TOTAL: GENERAL FUND	1,035,796	-	-	1,035,796	414,617	621,179	69%	40%
9	262 IOWA COUNTY AIRPORT								
10	107 IOWA COUNTY AIRPORT	173,462			173,462	237,386	(63,924)	69%	137%
11	263 RAILROAD								
12	WI RIVER RAIL TRANSIT COMM	30,000			30,000	30,000	-	100%	100%
13	400 CAPITAL PROJECTS FUND								
14	32 CAPITAL PROJECTS - Land Conservation	79,030			79,030	79,030	-	100%	100%
15	32 CAPITAL PROJECTS - Planning & Developmnt	125,000			125,000	125,000	-	100%	100%
16	32 CAPITAL PROJECTS - Airport only	101,000			101,000	101,000	-	100%	100%
17	710 HIGHWAY DEPARTMENT								
18	70 HIGHWAY DEPT-includes 50/50 bridge aid and Debt	11,066,641	500,000		11,566,641	10,243,964	6,435,627	69%	89%
19									
20	TOTAL OF ALL FUNDS	12,610,929	500,000	-	13,110,929	11,230,997	1,879,932	69%	86%
21									
22	Expenditure - Compare Budget to Actual	2021 ADOPTED ANNUAL BUDGET	Budget Adjustments / Transfers	Carryovers From Prior Year	2021 REVISED BUDGET	Total Department YTD Expenditures	REMAINING BALANCE	% of Year	Actual % YTD
23	100 GENERAL FUND								
24	75 PLANNING & DEVELOPMENT DEPT	\$ 497,881		165,331	\$ 663,212	\$ 312,032	\$ 351,180	69%	47%
25	84 LAND CONSERVATION DEPARTMENT	\$ 537,915		63,105	\$ 601,020	\$ 330,586	\$ 270,434	69%	55%
26									
27	TOTAL: GENERAL FUND	\$ 1,035,796	\$ -	\$ 228,436	\$ 1,264,232	\$ 642,618	\$ 621,614	69%	51%
28	262 IOWA COUNTY AIRPORT								
29	107 IOWA COUNTY AIRPORT	\$ 173,462			\$ 173,462	\$ 156,582	\$ 16,880	69%	90%
30	263 RAILROAD								
31	WISCONSIN RIVER RAIL TRANSIT	\$ 30,000			\$ 30,000	\$ 30,000	\$ -	100%	100%
32	400 CAPITAL PROJECTS FUND								
33	32 CAPITAL PROJECTS-Land Conservation	79,030			\$ 79,030	\$ 18,000	\$ 61,030	69%	23%
34	32 CAPITAL PROJECTS - Planning & Developmnt	125,000			\$ 125,000	\$ -	\$ 125,000	69%	0%
35	32 CAPITAL PROJECTS-AIRPORT	101,000			\$ 101,000	\$ 14,858	\$ 86,142	69%	15%
36	710 HIGHWAY DEPARTMENT								
37	70 HIGHWAY DEPT-includes 50/50 bridge aid & Debt Payments	\$ 11,066,641	\$ 500,000		\$ 11,566,641	\$ 9,858,260	\$ 1,708,381	69%	85%
38									
39	TOTAL OF ALL FUNDS	\$ 12,610,929	\$ 500,000	\$ 228,436	\$ 13,339,365	\$ 10,720,318	\$ 2,619,047	69%	80%
40	Notes:								
41	YTD = Year-to-date								
42	Notes: There was a transfer of \$500,000 from the Highway Dept. Operating Fund Balance for Pavement Surface Maintenance and another \$500,000 transferred from General Fund Balance to Highway Dept. for CTH T Road Construction Plan; At the 11/9/21 County Board meeting, the County Board voted to recind these two transfers.								

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AGENDA ITEM COVER SHEET

Title: Disclosure of Potential Conflict of Interest Concern for the CTH N Commu

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

A potential conflict of interest has been identified as a result of the process for acquisition of right of way for CTH improvements. The Public Works committee reviewed the sales study and approved rates of compensation for right of way acquisition for various highway improvements in 2020-2022. A County Board Supervisor on the Public Works Committee - Sup. Storti - resides along one of the highway improvement projects (CTH N) and the department acquired property for right of way, which may be perceived as being a conflict of interest.

RECOMMENDATIONS (IF ANY):

Committee to hear the process and timeline for right of way acquisitions, understand the timeline for the CTH N project acquisitions, and review the information to determine if a potential conflict of interest has occurred. Committee Chair to ask the Committee for any objections to the acquisition of right of way which has occurred from the Stortis. If no concerns or objections -

Motion from the committee; that the Public Works Committee was notified of and reviewed a Potential Conflict of Interest concern regarding the acquisition of right of way along the CTH N CDBG Close project CL-PF-20-18 from a County Board Supervisor - Sue and Mark Storti - and finds : due to the method of setting a blanket acquisition price for right of way across the county for all highway projects performed during the timeframe; due to timing of the various reviews and approvals by action of the Public Works Committee (of which Sup Storti is a member of); due to the timing of the plan revisions for CTH N resulting in acquisition of right of way at this parcel; and due to the the nominal amount (\$250) of acquisition from the Stortis at this location; it is the opinion of the Public Works Committee that No Conflict of Interest has occurred which may be considered to be in violation of the County Ethics Policy or any State or Federal ethics rules. Corp Counsel and the County Board Chair to notify the State DOA in writing of this determination.

If it is determined there are objections to the process of acquisition of right of way from Sup Storti;

Motion to refer the matter to the County Ethics Committee and Corp Counsel for further consideration and review.

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

Copies of previous actions by the Committee, copy of the Sales Study information, copy of the acquisition from the Stortis, correspondence from Corp Counsel to DOA CDBG Program Grant Administrator.

FISCAL IMPACT:

\$250 already incurred by Capital Improvements.

LEGAL REVIEW PERFORMED:

☒ Yes

☐ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

PRESENTATION?:

☒ Yes

☐ No

How much time is needed? 10-15 Mins

COMPLETED BY: CRH

DEPT: Highway

2/3 VOTE REQUIRED:

☐ Yes

☒ No

TO BE COMPLETED BY COMMITTEE CHAIR

25

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APPROVED MINUTES
Public Works Committee
Tuesday June 1, 2021– 6:00 pm
Health & Human Services Center – Community Room and
Electronically via Zoom Meeting
303 W. Chapel Street
Dodgeville, Wisconsin

**Iowa
County
Wisconsin**

1	The meeting was called to order at 6:02 P.M. by Chair Sup. Gollon.
2	Roll Call. Present: Chair Gollon, Supervisor Butteris, Deal, Masters, and Storti; Others Physically Present: Administrator Bierke, Commissioner Hardy. Others Present via Zoom: None.
3	Due to questions surrounding the date and time for the next meeting; the Chair asked the committee to consider consent agenda items individually. Masters moved to approve the agenda for tonight's meeting, seconded by Deal. Approved unanimously. Storti moved to approve the minutes of the May 4 th meeting, seconded by Butteris. Approved unanimously. Discussion of the date and time for the next meeting being either Monday June 28 th or Thursday July 1 st . Discussion of the dates being the 28 th or 1 st amongst committee members. Administrator Bierke asked to be excused as he had a conflict for both meeting dates. Chair established by unanimous consent the next meeting will be on Monday June 28 th at 6:00PM, and Administrator Bierke is excused from the meeting.
4	Comments from the public or committee. Sup. Storti questioned the driveway issue on CTH BB and if what resolved. Hardy commented he had discussed with Corp Counsel and the CTH BB issue was resolved. In addition, the Highway Access Ordinance would be on the next meeting agenda for discussion of revisions.
5	Revised CTH F – STH 78 to STH 39 Right of Way Relocation Order and Plat. Hardy advised the committee the right of way plat for the CTH F project north portion required revision by the engineer. WisDOT performed a review of the recorded plat and requested some changes to parcel identification numbers due to a conflict with the plat for the southern portion of the project. In lieu of re-drafting the whole plat; Hardy stated he had the engineers change the project number on the plat and re-record. Hardy stated he cannot begin right of way acquisitions until the right of way relocation order and plat are filed with the clerk's office; and the revision is holding up the project currently. Discussion of right of way acquisitions and types of acquiring properties. Chair questioned if the Department sells property back to landowners. Hardy commented if opportunities exist during acquisitions they are discussed, but sometimes not possible. Discussion of Fee Simple, Warranty Deed, and (Permanent, Limited, and Temporary) Easement type of acquisitions. Discussion of Department rights based on each of the acquisition types. Motion by Storti, seconded by Deal to refile the plat and relocation order with the revised project number with the County Clerk. Motion carried unanimously.
6	Right of way acquisition and vacant parcel sales. Hardy provided a copy of the vacant sales report from the Planning and Zoning department for years 2019-2020 in the Towns of Dodgeville and Moscow. He stated typically the department would set base land offering prices based off of the vacant land sales averages in the township where the project was to be located. As a result of a parcel (Lot 1 Erickson parcel) requiring a mandatory appraisal process with eminent domain; an appraisal was required and was performed which set the base vacant and sale offer at \$10,000/acre. Hardy stated typically the department would set the offering price based on the vacant land sales information, which is \$8200/acre for CTH F and \$9200/acre for CTH II. Committee discussed in fairness to all residents; the vacant

	parcel sales offer for right of way for both the CTH F and CTH II projects should be the same and based on the appraisal for the CTH F acquisition. Motion by Masters, seconded by Deal to set the offering price for vacant land acquisitions for projects at \$10,000/acre. Motion carried unanimously.
7	Revision to Policy #1116 Encroachments, Work in Right of Way, and Revocable Occupancy Permits to address Livestock (cattle) crossings. Hardy stated he had revised the policy based on last month's discussion and review by corp counsel. The policy was revised to include explanations for installation of livestock crossings: at-grade crossings, below-grade crossings, and removal of old, unused, or unsafe crossings by the Department. Question regarding liability for crossings, who could install them, and if landowners have any cost responsibility for removal of the old ones? Hardy commented the liability is with proper design and installation to begin with regarding meeting setbacks and proper slopes and protections within the clear zone and varies by highway classification. Discussion of the private utility agreement which established liability protections and insurance requirements. Removal of old structures are by the department when identified for removal, and typically a smaller drainage pipe is required at the location. So costs for removals of old pipes if not being replaced are not borne by the landowner. Costs for new structures are borne by the landowner through a private utility agreement. Landowners can perform their own installs or hire the work done through a work-in-right-of-way permit and private utility crossing agreement, which provide the requirements for the installation. In addition, the policy was revised to clarify the process for requests for signage by the public. Motion to approve by Storti and seconded by Butteris. Motion carried unanimously.
8	Revision to the ATV/UTV Ordinance to clarify references to fines and penalties. Hardy stated the Sheriff's Office, Highway Department, and the County WDNR warden had reviewed the ordinance and raised some questions regarding the verbiage for fees and penalties. As a result, corp counsel reviewed the ordinance and made some proposed revisions to clarify which portions of the ordinance were subject to the fines and penalties in the ordinance as some violations were already covered by state statute. Hardy reviewed those provisions with the committee. In addition, Hardy stated he was reviewing the ordinance and recommends some amendments to Section 2.3 Designation of Routes for clarity: A. In Section 2.3B. As a result of WisDOT declining the request to open a portion of STH 191 between CTH BB and Spring Road; add verbiage between c. and d. to close or prohibit atv/utv use of CTH BB between Hands Hill Road and STH 191. B. In subsection k change the reference to "Cave Road to Lost Grove Road" and change westerly to easterly. C. In subsection vv, change "Korbeck Road" to "Korback Road". D. In Section 2.3C; as a result of the WisDOT decision to deny the request for a route on STH 191 between CTH BB and Spring Road; remove the verbiage adopting such a route in subsection iv. Motion to approve as amended by Deal, seconded by Butteris. Motion carried unanimously.
9	Discussion of 2022-26 Capital Road and Bridge Project backlog. Hardy provided a listing of projects backlogged for improvement and a listing of 2022 – 26 projects in contract agreement for improvement. Committee discussed project types, costs for improvements, roadway classifications and types of grants different roads are eligible for based on current programs. Discussion of projects which require design engineering services and those which don't. Discussion of an option to offer county roads back to the townships when it makes sense for low volume or low use local roads. Discussion of offering those roads to the towns at replacement – when new; or reprioritizing other roads for improvement first. Discussed process of determining which roads to improve first and what criterion are used. Hardy commented similar to the CTH N CDBG-Close grant for 2021; sometimes the decision is made by the program rules for the funding mechanism, and not necessarily the Worst First philosophy. Discussion of GTA and other cost share programs and funding. Chair commented to committee to review the

	information and think about for a future meeting.
10	Highway Commissioner's report. Commissioner provided some updates to the committee: • The CTH H bridge deck was poured last week, contractors working on railing, stripping the deck, and reconstructing approaches. Bridge is proposed to open to traffic at the end of June. The CTH N and NN project culverts are being let to bids in June for August construction. • Discussion of projects on state roads in the area – STH 133 between Lone Rock and Avoca starting in June. STH 191 Dodgeville to Hollandale being let in June for fall construction. The bridge on STH 23 opening up to one lane of traffic under traffic signals in late June. And, STH 14 in Mazomanie being closed for three weeks in the middle of June. • Discussion of drainage issues at the CTH BB roundabout due to a single outfall location. Hardy commented he passed the issue onto WisDOT staff and corp counsel and is waiting on a response. • Hardy advised the committee of issues the Department is having with delivery of materials due to both material shortages and availability of shipping/trucking. In addition, heating oil for the asphalt plant. • Hardy advised the committee he will be out of the office from June 7-9th for the summer road school and the 14th to the 21st for vacation.
11	The next meeting date is scheduled for Monday June 28, 2021 at 6:00 P.M.
16	Sup. Deal moved to adjourn the meeting. Sup. Storti seconded the motion. Motion carried unanimously. Meeting adjourned at 7:13 P.M.
Minutes by Highway Commissioner Hardy 5/06/2021.	

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Town Dodgeville 2019-2020

Date	Document	Acres	Price	\$/Acre	
4/15/2019	360749	8.089	\$80,000.00	\$9,889.97	
5/2/2019	361009	40	\$240,000.00	\$6,000.00	
5/28/2019	361384	64.74	\$80,000.00	\$1,235.71	Family Sale
5/31/2019	361444	5.54	\$67,000.00	\$12,093.86	
6/28/2019	361799	70.694	\$420,000.00	\$5,941.10	
7/16/2019	362027	2.03	\$65,500.00	\$32,266.01	
9/4/2019	362722	8.58	\$22,500.00	\$2,622.38	
11/19/2019	363797	4.3	\$65,000.00	\$15,116.28	
12/13/2019	364090	7.25	\$85,000.00	\$11,724.14	
1/3/2020	364381	49.07	\$189,000.00	\$3,851.64	
1/30/2020	364701	29.092	\$200,000.00	\$6,874.74	
2/7/2020	364798	3.9	\$22,000.00	\$5,641.03	
2/18/2020	364884	2.68	\$74,900.00	\$27,947.76	
5/8/2020	366104	33.396	\$207,100.00	\$6,201.34	
5/15/2020	366282	3.03	\$45,500.00	\$15,016.50	
5/26/2020	366452	21.03	\$35,000.00	\$1,664.29	
10/12/2020	369153	65.31	\$360,000.00	\$5,512.17	
10/28/2020	369548	10	\$110,000.00	\$11,000.00	
12/15/2020	370500	24.46	\$104,000.00	\$4,251.84	
1/27/2021	371211	39.163	\$332,900.00	\$8,500.37	
3/11/2021	371952	3.75	\$55,000.00	\$14,666.67	

Totals	496.104	\$2,860,400.00	\$5,765.73
Average	23.624	\$ 136,209.52	\$ 9,905.61
Average (-High/Low)		\$9,185.06	

9200

Cary E. H.

Town of Moscow - 2019-2020

Date	Document	Acres	Price	\$/Acre
9/9/2019	362780	5.125	\$60,000.00	\$11,707.32
10/30/2019	363513	172.2	\$640,000.00	\$3,716.61
11/11/2019	363665	7.199	\$65,000.00	\$9,029.03
12/27/2019	364288	1.085	\$12,000.00	\$11,059.91
3/13/2020	365188	3.61	\$30,000.00	\$8,310.25
8/25/2020	368193	37.743	\$200,000.00	\$5,299.00
Totals		226.962	\$1,007,000.00	\$4,436.87
Average				\$8,187.02
Average (-High/Low)				\$8,424.55
Appraisal	Lot #1	4.66	\$46,600.00	\$10,000.00

	APPROVED MINUTES Public Works Committee Monday August 2, 2021 – 6:00 pm Health & Human Services Center – Room 1001 303 W. Chapel Street Dodgeville, Wisconsin	Iowa County Wisconsin
1	The meeting was called to order by at 6:00 PM by Sup. Masters	
2	- Roll Call. Members present: Supervisors Butteris, Deal, Masters, Meyers - Excused: Supervisors Gollon and Storti - Others Present: Corp Counsel Morzenti, Commissioner Hardy, Operations Manager Sudmeier, Dax Conley, and Business Manager Fitzsimons	
3	Sup. Butteris moved to approve the agenda for this meeting. Sup. Deal seconded the motion. Carried unanimously. Sup. Butteris moved to Approve the minutes of the June 28, 2021 meeting. Sup. Deal seconded the motion. Carried unanimously. Next meeting date was set to be held on Monday August 30, 2021 at 6:00 P.M.	
4	There were no public comments. None.	
5	Review request for a Quitclaim Deed for Jeff & Brenda Bastings property at Point Foods in Mineral Point along STH 23 and BUS 151. Hardy referred to the survey map on page 7 of the agenda packet which outlines the area along the property where there is a gap in the right of way. According to an old street plat from the 1800's the way it sits now is dedicated to be a street. In 1911 BUS Hwy 23 was purchased by the county. At this time Hardy is working with the City of Mineral Point and additional information from WisDOT and Kwik Trip. Kwik Trip is requesting a quitclaim deed.	
6	Review and Approve revised Relocation Order and Right of Way Plat for CTH II Bridge and Approaches. Motion to approve by Sup. Butteris, seconded by Masters. Discussion of the relocation order and right of way plat. Hardy referred to the triangle parcel shown on page 12 of the agenda packet. The deeds were recorded when family bought the property back in 1951. When the surveyor went through that area was flagged. There was 2 square feet of right of way which was removed and revised for acquisition. The county has no financial obligation.	
10	Highway Commissioner's Report: Hardy provided the following information. - The Highway department's asphalt paver is undergoing a major repair. The paver was purchased in 1999 for \$243,294. The estimated replacement value is around \$300,000 to \$350,000. The cost of repairs to date is around \$22,000 with an estimated additional repair cost of \$33,000. At this time we are sorting out what work will be done and requesting estimates. The work can be funded from operations due to selling and being reimbursed for an attenuator to the state. All of the repairs are general maintenance items. - Sealcoat road list for 2021 is CTH A (CTH F to Dane County), CTH H (Ridgeway to CTH K), CTH K (STH 39 Hollandale to Lafayette County CTH F), CTH O (Bus 151 to Lafayette County), and CTH Z (STH 191 to CTH YZ).	

	• A large culvert on CTH NN is planned to be removed and replaced as part of the paving project. • Work has begun on the 50 foot deep culvert on CTH N, which is about ¾'s of a mile north of the CTH NN intersection. Also, the large concrete box culvert on the north end of the job, which is about ¼ mile south of Wisconsin Avenue intersection will require additional right of way. Committee reviewed and approved the right of way and relocation order for acquisitions. Expected completion date is end of the week. • There is a total of 26 parcels for the CTH F projects. At this time 14 of the parcels are ironed out and Hardy has been able to meet with all but 2 property owners. We are working with utility companies and ATC to deal with utility poles. We are waiting to hear back from ATC about some utility poles. This project is expected to go to bid in February 2022. • The Iowa County 2021-2026 state road construction map was discussed.
11	Sup. Meyers moved to adjourn the meeting. Sup. Deal seconded the motion. Carried unanimously. Meeting adjourned at 6:45 P.M.
Minutes Prepared Tammy Fitzsimons and Submitted by Craig E Hardy, Highway Commissioner on .	

RELOCATION ORDER

LPA1708 08/2011 (Replaces LPA3006)

Project I20240	Road name Miscellaneous Culvert Replacements (CTH N)	Highway CTH N	County Iowa
Right of way plat date 07/07/2021	Plat sheet number(s) Plan and Profile	Previously approved Relocation Order date N/A	

Description of termini of project:

Beginning at a point (Station 9+97) that is 686.74 feet South and 914.77 feet East of the Northwest Corner of Section 18, T. 8 N., R. 2 E., Town of Pulaski, Iowa County, Wisconsin, thence Easterly and Northerly along the centerline of CTH N, 139 feet (0.026 miles), more or less, to a point (Station 11+36) that is 552.35 feet South and 949.95 feet East of the Northwest Corner of Section 18, T. 8 N., R. 2 E., Town of Pulaski, Iowa County, Wisconsin, as shown on the Plan and Profile or a copy thereof marked:

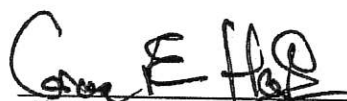
Project Number I20240
Miscellaneous Culvert Replacements
CTH N
Iowa County

The same being sheet Plan and Profile.

To properly establish, lay out, widen, enlarge, extend, construct, reconstruct, improve, or maintain a portion of the highway designated above, it is necessary to relocate or change and acquire certain lands or interests in lands as shown on the right of way plat for the above project.

To effect this change, pursuant to authority granted under Sections 83.07 & 83.08, Wisconsin Statutes, Iowa County orders that:

1. The said road is laid out and established to the lines and widths as shown on the plat.
2. The required lands or interests in lands as shown on the plat shall be acquired by: Iowa County
3. This order supersedes and amends any previous order issued by: Iowa County


Name and Title



8/2/21
Date

DIGGERS HOTLINE
 Dial 811 or (800) 242-8511
 www.diggers-hotline.com

NOTES
 ALL EXCAVATION REQUIRED FOR INSTALLATION OF THE
 CONCRETE PIPE SHALL BE INCLUDED IN THE BID ITEM "PIPE
 AND CORRUGATED STEEL 13" X 8" ARCH".
 STRUCTURE BACKFILL TYPE B AT THE PIPE ARCH-AS SHOWN IN
 THE SECTION THROUGH PROPOSED STRUCTURE TO BE
 INCIDENTAL TO THE PIPE ARCH BID ITEM.
 HEAVY RIPRAP REQUIRED ON ALL DISTURBED STREAM BANKS
 ADJACENT TO PROPOSED STRUCTURE AS SHOWN. ALL OTHER
 COVERED WITH MULCH.
 EROSION CONTROL FEATURES SHOWN ARE SUGGESTED
 ALTERNATE MEASURES TO PREVENT EROSION OF THE
 FIELD. ADJUST DITCH GRADING AS NECESSARY TO FIT FIELD
 CONDITIONS.
 THE LOCATIONS OF EXISTING AND PROPOSED UTILITY
 INSTALLATIONS ARE SHOWN FOR INFORMATION ONLY.
 THERE MAY BE OTHER UTILITY INSTALLATIONS WITHIN THE
 PROJECT AREA NOT SHOWN ON THE PLAN. CONTACT
 DIGGER'S HOTLINE TO FIELD LOCATE ANY UTILITIES PRIOR TO
 THE START OF CONSTRUCTION.
 INSTALL "LOOSE GRAVEL AHEAD" SIGNS APPROXIMATELY 50'
 FROM BEGIN AND END OF PROJECT. SIGNS TO BE LEFT IN
 PLACE UNTIL COUNTY INSTALLS ASPHALTIC MATERIAL.

SCHEDULE OF LANDS & INTERESTS

PARCEL NUMBER	OWNER (S)	INTEREST REQUIRED	NEW
1	MARY H. CAMPBELL	HE	0.019
2	MARK P. STOR	HE	0.019
201	CENTURION (LUMEN)	RELEASE OF RIGHTS	



RIGHT OF WAY LINE TABLE

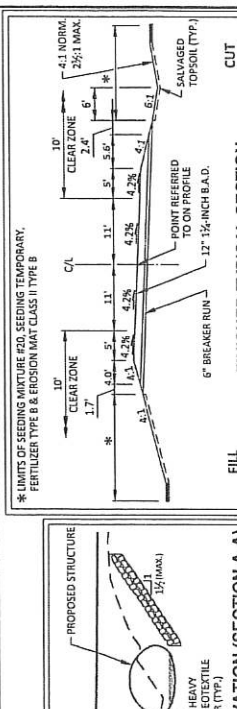
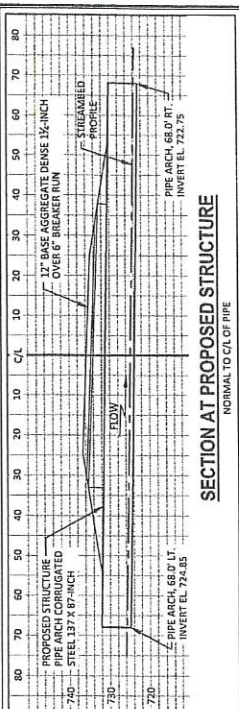
POINT TO POINT	BEARING	DISTANCE
1 TO 2	N 85° 05' 50" W	34.88'
2 TO 3	N 85° 05' 50" W	41.38'
3 TO 4	SEE CURVE TABLE ERWC 1	
4 TO 5	N 85° 05' 50" W	52.74'
5 TO 6	S 73° 11' 52" E	105.00'
6 TO 7	S 73° 11' 52" E	21.60'
7 TO 8	S 73° 11' 52" E	31.67'
8 TO 9	S 73° 11' 52" E	31.67'
9 TO 10	S 73° 11' 52" E	31.67'
10 TO 11	SEE CURVE TABLE ERWC 2	
11 TO 12	N 77° 07' 23" W	30.08'

ERWC 1 CURVE DATA

ARC LENGTH =	17.25'
ARC RADIUS =	73.63'
DELTA =	04° 37' 40"
CHORD BEARING =	N 85° 10' 03" E
CHORD LENGTH =	17.25'

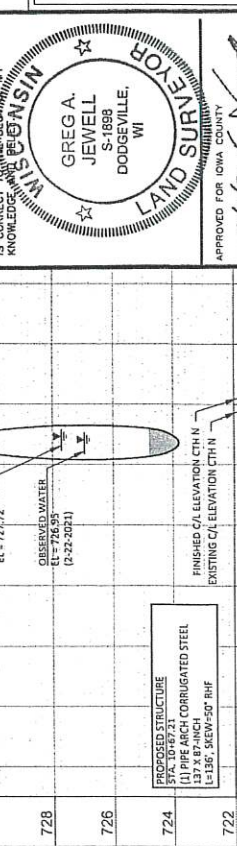
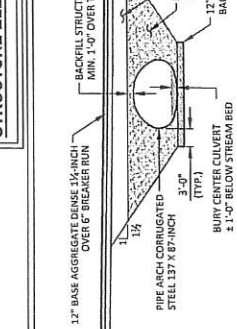
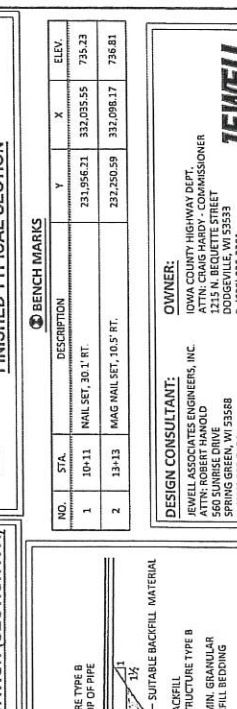
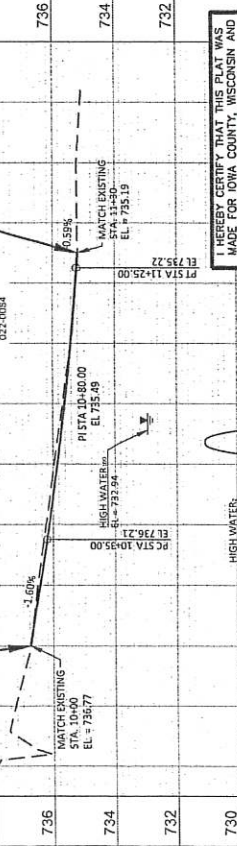
ERWC 2 CURVE DATA

ARC LENGTH =	17.25'
ARC RADIUS =	73.63'
DELTA =	04° 37' 40"
CHORD BEARING =	N 85° 10' 03" E
CHORD LENGTH =	17.25'



BENCH MARKS

NO.	STA.	DESCRIPTION	ELEV.
1	10-11	NAI SET, 30.1 RT.	332.035.55
2	13-13	MAG NAIL SET, 10.5 RT.	332.250.59



OWNER:
 IOWA COUNTY HIGHWAY DEPT.
 1215 N. BEQUETTE STREET
 DODGEVILLE, WI 53688
 P: (608) 935-3801
 craig.harry@iowacounty.org

DESIGN CONSULTANT:
 JEWELL ASSOCIATES ENGINEERS, INC.
 560 SUNBEE DRIVE
 SPRING GREEN, WI 53588
 P: (608) 888-7484
 robert.hanold@jewellassoc.com

JEWELL
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 robert.hanold@jewellassoc.com

PROJECT NO: 120240
 COUNTY: IOWA
 HWY: CTH N
 PROJECT NAME: S+V HIGWAY 20240 IOWA COUNTY REPAIRS/REPLACEMENTS/ASPHALT IN PROJECT CTH N AND PLANT PAVE

DATE: 7/2/21
APPROVED FOR IOWA COUNTY: [Signature]
DATE: 7/2/21
APPROVED FOR IOWA COUNTY: [Signature]

PROJECT NO: 120240
 COUNTY: IOWA
 HWY: CTH N
 PROJECT NAME: S+V HIGWAY 20240 IOWA COUNTY REPAIRS/REPLACEMENTS/ASPHALT IN PROJECT CTH N AND PLANT PAVE



Iowa County Highway Department

1215 N Bequette Street
Dodgeville WI 53533-0078
Phone: 608.935.3381
Fax 608.935.0372
Email: highway@iowacounty.org

CRAIG HARDY
HIGHWAY COMMISSIONER
WWW.IOWACOUNTY.ORG

08-04-2021

Mark & Susan Storti
7457 CTH N
Avoca, Wisconsin 53506

Reference : Property located along CTH N adjacent to Fire Number 7457 CTH N
Avoca Wisconsin; Parcel #2.

The Iowa County Highway Department, Wisconsin is interested in acquiring property you own along CTH N Parcel ID #022-0084.0000 for a proposed project which may receive funding assistance from the U.S. Department of Housing and Urban Development (HUD) under the program. Please be advised that Iowa County possesses eminent domain authority to acquire property, however, in the event you are not interested in selling your property, or if we cannot reach an amicable agreement for the purchase of your property, we will not pursue its acquisition under eminent domain.

Your property is not a necessary part of the proposed project and is not part of an intended, planned, or designated project area where substantially all of the property within the area is to be acquired.

We are prepared to offer you \$250.00 for a highway easement on your property. We believe this amount represents the current market value of your property based on minor acquisition of 0.017 Acres at \$10,000/acre per a county sales study. Please contact me at your convenience if you are interested in voluntarily selling your property.

In accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act (URA), owner-occupants who move as a result of a voluntary acquisition are not eligible for relocation assistance. Any tenants living at or using the property may however be eligible for relocation assistance. Under the URA and Wisconsin law, Iowa County must give notice to property of certain rights through providing the Rights of Landowners under Wisconsin Eminent Domain Law enclosed.

If you have any questions about this notice or the proposed project, please contact: Craig Hardy, Iowa County Highway Commissioner at 1215 N. Bequette Street; Dodgeville, Wisconsin 53533, or phone number 608-935-3381 X605, or Cell phone at 608-57-2935.

Sincerely,

Craig E Hardy
Iowa County Highway Commissioner.
Enclosure: [Enter Name of Applicable/Enclosed *Rights to Landowners Under Wisconsin Eminent Domain Law* Brochure – Access Wisconsin State Brochures at:
<https://doa.wi.gov/Pages/AboutDOA/RelocationAssistance.aspx>.]

Blank

NOMINAL PAYMENT PARCEL - WAIVER OF APPRAISAL RECOMMENDATION AND APPROVAL

Ipa1897 04/2010 (Replaces LPA3041) Ch. 32 Wis. Stats.

Owner <u>MARR & SUE STREET</u>	Area and Interest Required <u>0.017 Acs H&E</u>
------------------------------------	---

Allocation

Land	<u>0</u>	acres	X	\$ 10,000	/ac	=	\$ <u>0</u>
		acres	X	\$	/ac	=	\$
Permanent Limited Easement	<u>0.017</u>	acres	X	<u>\$ 10,000</u>	/ac	=	<u>\$ 170.00</u>
Temporary Limited Easement		acres	X	\$	/ac	=	\$
Fencing						=	\$
Landscaping						=	\$
Improvements						=	\$
Other						=	\$
Total Damages						=	<u>\$ 170.00</u>
Rounded To							<u>\$ 250.00</u>

The undersigned owner(s), having been fully informed of the right to have the property appraised, and to receive just compensation based upon an appraisal, have decided to waive the right to an appraisal and agree to accept settlement in the above-stated amount as full payment for the parcel stated, subject to approval by the Local Public Agency.

The undersigned owner(s) further state that the decision to waive the right of an appraisal was made without undue influences or coercive action of any nature.

It is intended that the instrument of conveyance will be executed upon presentation by the Local Public Agency agents or representatives.

X <u>Mark P. Datta</u> <u>8/10/2021</u> Owner Signature Date	X _____ Owner Signature Date
X <u>S. M. P. Datta</u> <u>10 Aug 2021</u> Owner Signature Date	X _____ Owner Signature Date

APPROVED FOR: IOWA COUNTY

For Office Use Only

X Craig E. Hardy 8/10/21
 Craig E. Hardy Date

Project ID CDBG-CL-PF-20-18	County IOWA	Parcel No.:
---------------------------------------	-----------------------	-------------

Blank

HIGHWAY EASEMENT

Exempt from filing transfer form [s. 77.21(1), 77.22(1) Wis. Stats.]
Ipa1565 04/2016 (replaces Ipa1565 08/2011)

THIS EASEMENT, made by Mark P. Storti and Susan M. Storti, GRANTOR, conveys an easement, as described below, for highway purposes to Iowa County, GRANTEE, for the sum of TWO HUNDRED dollars (\$ 250.00) FIVE & NO/100

Any person named in this easement may make an appeal from the amount of compensation within six months after the date of recording of this easement as set forth in s.32.05(2a) Wisconsin statutes. For the purpose of any such appeal, the amount of compensation stated on the easement shall be treated as the award, and the date the easement is recorded shall be treated as the date of taking and the date of evaluation.

Other persons having an interest of record in the property: **NONE**

This is homestead property.

LEGAL DESCRIPTION IS ATTACHED AND MADE A PART OF THIS DOCUMENT BY REFERENCE.

375008

RECORDED

Dodgeville WI 53533

August 24, 2021 12:05 PM

Taylor J. Campbell

Iowa County Register of Deeds

Iowa County, Wisconsin

FEES: \$30.00

Exempt: 2R

Pages: 2

This space is reserved for recording data

Return to
Iowa County Highway Department
Attn: Craig Hardy
1215 Bequette Street
Dodgeville, WI 53533

Parcel Identification Number/Tax Key Number
022-0084

Mark P. Storti 8/4/2021
Signature Date

Mark P. Storti

Print Name

Susan M. Storti 4 Aug 2021
Signature Date

Susan M. Storti

Print Name

Signature Date

Print Name

Signature Date

Print Name

8/4/2021
Date
State of Wisconsin

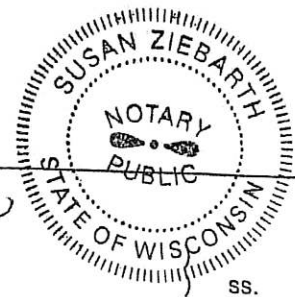
Iowa County

On the above date, this instrument was acknowledged before me by the named person(s).

Susan Ziebarth
Signature, Notary Public, State of Wisconsin

Susan Ziebarth
Print Name, Notary Public, State of Wisconsin

2/18/2022
Date Commission Expires



Project ID I20240 CTH N

This instrument was drafted by Iowa County
Page 1 of 2

Parcel No.2

49

Legal Description for Parcel 2

A Highway Easement (HE) in and to that land of the owner(s) contained within the following described tract located in part of the Northwest Quarter (NW¼), of the Northwest Quarter (NW¼), Section 18, T8N, R2E, Town of Pulaski, Iowa County, Wisconsin, and is shown on the Plan & Profile sheet for Iowa County Highway Project, CTH N Miscellaneous Culvert Replacements, Iowa County, filed by the GRANTEE with the County Clerk and the Iowa County Highway Department, to wit:

Commencing at the Northwest corner of said Section 18;

thence S52°04'55"E a distance of 1,103.55 feet to a point (1) on the existing westerly right of way line of CTH N, said point also being the point of beginning;

thence N34°08'59"W a distance of 34.88 feet to a point (2) on the proposed westerly easement line of CTH N;

thence N45°16'01"E a distance of 47.35 feet to a point (3) on the existing westerly right of way line of CTH N;

thence along said existing right of way, 27.25 feet along a curve to the RIGHT, having a radius of 1000.40 feet, a delta angle of 01° 33' 39", and whose long chord bears N15°19'03"E a distance of 27.25 feet to a point (4);

thence N73°54'08"W a distance of 15.00 feet to a point (5) on the existing westerly right of way line of CTH N;

thence N16°07'03"E a distance of 52.74 feet to a point (6) on the existing westerly right of way line of CTH N;

thence S73°11'56"E a distance of 105.00 feet to a point on the existing easterly right of way line of CTH N to a point (7);

thence S32°47'53"E a distance of 21.60 feet to a point (8) on the proposed easterly easement line of CTH N;

thence S16°44'13"W a distance of 31.47 feet to a point (9) on said proposed line;

thence S62°20'11"W a distance of 22.01 feet to a point (10) on the existing easterly right of way line of CTH N;

thence along said existing right of way, 73.63 feet along a curve to the LEFT, having a radius of 910.40 feet a delta angle of 04° 37' 40.27", and whose long chord bears S13°11'23"W a distance of 73.51 feet to a point (11);

thence N79°01'23"W a distance of 90.03 feet to the point of beginning.

Said Parcel of land contains 0.017 acres (720 square feet) more or less of new Highway Easement (HE).

ATTACHMENT 5-L: NOTICE OF ACQUISITION/RELOCATION TO DEHCR

Community Development Block Grant Program

DATE: 9/13/2021		
UGLG: IOWA COUNTY	CDBG GRANT AGREEMENT #: <i>(if Grant Agreement # issued)</i> [CDBG CL-PF-20-18]	
PREPARER'S NAME & TITLE (AND ENTITY / FIRM NAME, IF NOT UGLG EMPLOYEE): [CRAIG HARDY, HIGHWAY COMMISISONER] [IOWA COUNTY]	PREPARER'S PHONE # & EMAIL: [608-935-3381 x605] [CRAIG.HARDY@IOWACOUNTY.ORG]	
PREPARER'S SIGNATURE: 		
1) PROPERTY ADDRESS & PARCEL #: Mary Campbell 7549 CTH N; Avoca, Wis. 53506 Parcel #1	TARGET PURCHASE DATE: 8/30/2021	
<i>Check 1 Box Below:</i> ☐ Temporary Easement: ☒ Permanent Easement: ☐ Permanent Acquisition: AND <i>Check 1 Box Below:</i> ☐ Voluntary ☐ Involuntary ☒ Voluntary ☐ Involuntary ☐ Voluntary ☐ Involuntary		
Relocation Required: ☐ Yes ☒ No [If applicable, Enter # and names of persons or type of personal property requiring relocation, if known, and timeframe for relocation planned. If not applicable, then enter "N/A"]		
2) PROPERTY ADDRESS & PARCEL #: Mark & Susan Storti; 7457 CTH N; Avoca, Wis. 53506 [Parcel #2]	TARGET PURCHASE DATE: 8/30/2021	
<i>Check 1 Box Below:</i> ☐ Temporary Easement: ☒ Permanent Easement: ☐ Permanent Acquisition: AND <i>Check 1 Box Below:</i> ☐ Voluntary ☐ Involuntary ☒ Voluntary ☐ Involuntary ☐ Voluntary ☐ Involuntary		
Relocation Required: ☐ Yes ☒ No [If applicable, Enter # and names of persons or type of personal property requiring relocation, if known, and timeframe for relocation planned. If not applicable, then enter "N/A"]		
3) PROPERTY ADDRESS & PARCEL #: N/A	TARGET PURCHASE DATE: [Enter Date]	
<i>Check 1 Box Below:</i> ☐ Temporary Easement: ☐ Permanent Easement: ☐ Permanent Acquisition: AND <i>Check 1 Box Below:</i> ☐ Voluntary ☐ Involuntary ☐ Voluntary ☐ Involuntary ☐ Voluntary ☐ Involuntary		
Relocation Required: ☐ Yes ☐ No [If applicable, Enter # and names of persons or type of personal property requiring relocation, if known, and timeframe for relocation planned. If not applicable, then enter "N/A"]		

Email this form to assigned DEHCR Project Representative for CDBG Project
 OR DOACDBG@wisconsin.gov (if not yet assigned a DEHCR Project Rep.);
 AND to UGLG (if form completed by 3rd party, who is not an employee of UGLG).



Beate



ATTORNEY DAVID C. MORZENTI
1348 SPRING VALLEY ROAD
HIGHLAND, WI 53543
(608) 646-0211

October 26, 2021

Memorandum for Mr. Craig Hardy, Highway Commissioner

Subject: Conflict of Interest Review for Iowa County Project # CDBG-CL-PF-18

Dear Mr. Hardy,

1. In my capacity as the Iowa County Corporation Counsel, I have completed the legal review of the potential Conflict of Interest encountered with a property easement acquired for the 2021 Iowa County Highway Improvement Project titled, "Project # CDBG-CL-PF-18 (COMMUNITY DEVELOPMENT BLOCK GRANT CLOSE) CTH N (CTH NN – STH 133 Intersection), Town of Pulaski," with advertisement date of June 14, 2021, and bid deadline date of June 30, 2021, issued by the Iowa County Highway Department. I am of the opinion that no Conflict of Interest exists with the acquisition of the property easements acquired for the project and the solicitation, contract award, and all other administrative and substantive matters related to the award of this acquisition were legally sufficient and complied with all relevant and appropriate statutes, regulations and policies pertaining to the award of the contract. My comments follow.
2. It should be noted that this potential Conflict of Interest was not related to the award of the contract for this project, but rather in relation to the acquisition of a property easement acquired in support of the project. Specifically, a property easement obtained from Iowa County Supervisor Ms. Susan M. Storti, and her spouse, Mr. Mark P. Storti. Ms. Storti is a committee member of the Iowa County Public Works Committee, which has oversight and authority over the Iowa County Highway Department. On June 1, 2021, Ms. Storti and her colleagues on the Public Works Committee established the fair market value rate to be paid to Iowa County property owners for easements acquired for highway projects. At that time, it was not expected or anticipated that any highway projects would affect or impact Ms. Storti's property. Specifically, it was not expected nor anticipated that the subject project was going to require the acquisition of any easements in order to complete.
3. However, when the final engineering plans were returned to the Highway Department on approximately July 7, 2021, it was determined that the project would require an easement across the Storti's property as well as that of a neighboring landowner. The Highway Department used their normal process for acquiring highway easements from the Storti's as well as their neighbor. The highway easement for the Storti's property was for an easement to access .017 acres (720

square feet) at a cost of \$250.00 for the County, the minimum payment the County offered landowners for the acquisition of an easement.

4. I have reviewed this matter with respect to the Federal government Conflict of Interest laws, rules, and regulations, as well as the state and local Conflict of Interest laws, rules, regulations, and ordinance. At the time Ms. Storti participated in the Public Works Committee vote to establish the fair market value rate of payment for acquiring highway easements, she had no conflict of interest. Specifically, it was not expected or anticipated that any easements would be required for the subject project. Furthermore, Ms. Storti did not have a Conflict of Interest at any time during the acquisition of the highway easement for this project. Ms. Storti did not personally benefit from the fair market value rate established by the Public Works Committee. The Highway Department followed their standard procedures that they use for obtaining highway easements from private landowners. The acquisition of the highway easement across the Storti's property was paid at the County's minimum rate of payment which was independent, and in this case, higher than the rate established by the Public Works Committee. Furthermore, neither Ms. Storti, nor any Public Works Committee members or Highway Department Staff, had any influence or guidance for the engineering firm to include an easement across the Storti's property in the final engineering plans. This was an independent decision by the engineering firm.
5. In summary, the awarding of the contracts under this project was legally sufficient. No Conflict of Interest exists with the contract award, the Public Works Committee establishment of the fair market value rate for property easements, or the acquisition of the highway easements for this project. No additional action is required by Ms. Storti, the Highway Department, the Public Works Committee, or the County Board to address this matter. I recommend forwarding this legal opinion to the appropriate point of contact with the Department of Administration Office administering the subject grant.
6. I can be contacted at (608) 646-0211 or dcmorzentilaw@outlook.com if there are any legal questions regarding this matter.

Sincerely,

/s/ David C. Morzenti

David C. Morzenti
Corporation Counsel
WI Bar #1037978

AGENDA ITEM COVER SHEET

Title: LCD 4th Quarter Report

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

4th Quarter activity report for the Land Conservation Department by the County Conservationist Abbott.

RECOMMENDATIONS (IF ANY):

For Information, for further questions please contact the County Conservationist.

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

Written report summary

FISCAL IMPACT:

None - budget

LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

PRESENTATION?:

☐ Yes

☒ No

How much time is needed? _____

COMPLETED BY: CRH

DEPT: Highway

2/3 VOTE REQUIRED:

☐ Yes

☒ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE: 12-06-2021

AGENDA ITEM # 10

COMMITTEE ACTION:

47

Blank



LAND CONSERVATION DEPARTMENT
303 W Chapel Street, Suite 2100
Dodgeville, WI 53533

TO: Public Works Committee
FROM: Katie Abbott, County Conservationist
DATE: December 6, 2021
RE: Land Conservation Department 4th Quarter update

- Groundwater study: no news yet. It will likely be early 2022 before we get a final report. We'll work with the other Counties and research team to plan for public presentations and press, including County Board presentations.
- Birch Lake Dam: The Friends of Birch Lake dredging project is complete and the water level is being returned to normal. We were unable to complete the valve replacement and other repairs due to contractor issues and supply delays. NRCS continues to assist with a new plan to complete the valve repair next year. Land Con. will re-apply for DNR funding and re-bid the project in early 2022
- Cost-share projects:
 - Construction is still ongoing for some manure storage closures and stream crossings. If weather cooperates, we will only have a few projects to extend into 2022, which is a goal we've been working toward to reduce the risk of DATCP grant reductions for underspending.
 - In our initial year of offering cost-share for cover crops and no-till we funded about 320 acres for \$7,750 of payments. Landon already has a waiting list for 2022 that will use up our available funding (\$22,500).
 - MDV and Targeted Runoff Management (TRM) grant projects are moving forward, although more slowly due to the eligibility limitations and administrative requirements. We continue outreach and partnership efforts to find landowners who are both willing and eligible for these funds.
- New grants:
 - In 2022 we'll begin a precision agriculture incentive pilot project, funded by a \$22,500 DATCP Innovation Grant, with a goal of engaging 20-30 farmers over 2 years. Farmers will receive \$5/ac to work with conservation staff to look at yield maps and budgets to find any unprofitable areas within their fields (ex: poor soil, too wet, shaded, etc). An additional \$25/acre will be offered if those unprofitable areas are planted to perennial vegetation. This project will benefit both conservation and farm profitability in Iowa County.
 - We will hear in February if we are awarded a DNR Surface Water grant to work with UW-Platteville and Extension to measure and compare phosphorus losses on ag fields vs streambanks. In our TRM watershed area we suspect streambank erosion may be a significant source of phosphorus.

Blank

AGENDA ITEM COVER SHEET

Title: Spot Culvert Pipe Improvements Right of Way and Relocation Orders

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

Right of way and relocation order for acquisition of additional right of way at various culvert pipe spot improvements along CTH H, HH, and T.

RECOMMENDATIONS (IF ANY):

Motion to approve the right of way and relocation orders for acquisition, and file the orders with the clerk's office.

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

Copy of the Relocation Order and Right of Way Plat for each location.

FISCAL IMPACT:

None - Budgeted for improvements.

LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

PRESENTATION?:

☒ Yes

☐ No

How much time is needed? 5 Mins.

COMPLETED BY: CRH

DEPT: Highway

2/3 VOTE REQUIRED:

☐ Yes

☒ No

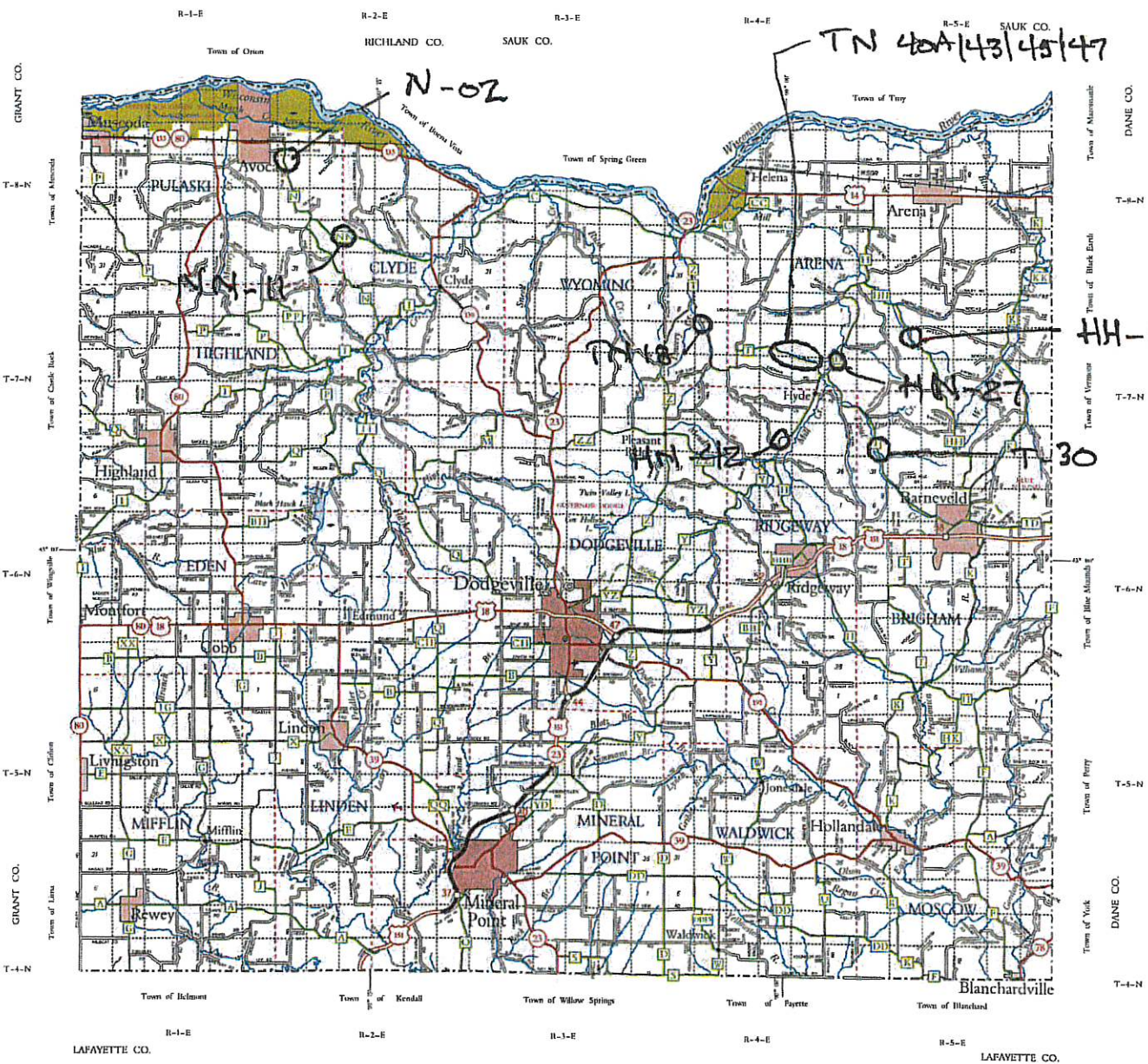
TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE: 12-06-2021

AGENDA ITEM # 11

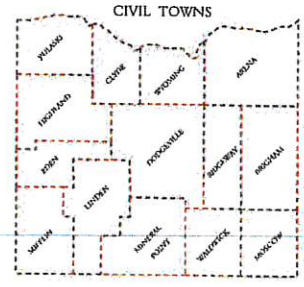
COMMITTEE ACTION:

51



ENGINEERING SERVICES RFP - PROJECT #1 MISCELLANEOUS CURBETS

- LEGEND**
- Freeway
 - Multi-lane Divided
 - U.S. or State Hwy
 - County Trunk Hwy
 - Town Road
 - Firelane
 - Railroad
 - State Trail
 - Interchange
 - Highway Separation
 - Intersecting Highway
 - U.S. Highway No.
 - State Highway No.
 - County Highway Letter
 - State Boundary
 - County Boundary
 - Civil Town Boundary
 - Section Line
 - Dam
 - Hospital
 - Airport
 - County Seat
 - Unincorporated Village
 - Fish Hatchery
 - Game Farm
 - Public Hunt or Fish Gnd.
 - Public Camp & Picnic Gnd.
 - Ranger Station
 - State Park
 - County Park
 - Wild Facility
 - Rest Area
 - Marine Facility
 - Wayside



SECTION NUMBERING OF A TOWNSHIP

6	5	4	3	2	1
7	8	9	10	11	12
13	14	15	16	17	18
19	20	21	22	23	24
25	26	27	28	29	30
31	32	33	34	35	36

MILES OF HIGHWAY as of Dec. 31, 2018

STATE: 170
COUNTY: 267
LOCAL: 763
OTHER: 1
TOTAL FOR COUNTY: 1321

Land Area (2019 Census): 763 sq mi
Population (2019 Census): 24,647
County Seat: Dodgeville



IOWA CO.
DEPARTMENT OF TRANSPORTATION
Madison, Wisconsin

SCALE 1" = 1 MILE

Controlled by JAN 2020

Base map provided by U.S.G.S. Quad 180100 Series

For boundaries of public hunting and fishing grounds please contact the Department of Natural Resources

RELOCATION ORDER

LPA1708 08/2011 (Replaces LPA3006)

CTH H (N) 27

Project I20240	Road name Miscellaneous Culvert Replacements (CTH H)	Highway CTH H	County Iowa
Right of way plat date 12-1-21	Plat sheet number(s) Plan and Profile	Previously approved Relocation Order date N/A	

Description of termini of project:

Beginning at a point (Station 10+40) that is 1132.22 feet South and 1381.55 feet East of the Northwest Corner of Section 13, T. 7 N., R. 4 E., Town of Arena, Iowa County, Wisconsin, thence Easterly and Northerly along the centerline of CTH T, 90 feet (0.017 miles), more or less, to a point (Station 11+30) that is 1059.25 feet South and 1432.22 feet East of the northwest Corner of Section 13, T. 7 N., R. 4 E., Town of Arena, Iowa County, Wisconsin, as shown on the Plan and Profile or a copy thereof marked:

Project Number I20240
Miscellaneous Culvert Replacements
CTH H
Iowa County

The same being sheet Plan and Profile.

To properly establish, lay out, widen, enlarge, extend, construct, reconstruct, improve, or maintain a portion of the highway designated above, it is necessary to relocate or change and acquire certain lands or interests in lands as shown on the right of way plat for the above project.

To effect this change, pursuant to authority granted under Sections 83.07 & 83.08, Wisconsin Statutes, Iowa County orders that:

1. The said road is laid out and established to the lines and widths as shown on the plat.
2. The required lands or interests in lands as shown on the plat shall be acquired by: Iowa County
3. This order supersedes and amends any previous order issued by: Iowa County

Name and Title

Date

RELOCATION ORDER

LPA1708 08/2011 (Replaces LPA3006)

Project I20240	Road name Miscellaneous Culvert Replacements (CTH HH)	Highway CTH HH	County Iowa
Right of way plat date 12-1-21	Plat sheet number(s) Plan and Profile	Previously approved Relocation Order date N/A	

Description of termini of project:

Beginning at a point (Station 10+00) that is 649.98 feet South and 537.91 feet East of the North Quarter Corner of Section 8, T. 7 N., R. 5 E., Town of Arena, Iowa County, Wisconsin, thence Westerly and Northerly along the centerline of CTH HH, 80 feet (0.015 miles), more or less, to a point (Station 10+80) that is 578.76 feet South and 501.48 feet East of the North Quarter Corner of Section 8, T. 7 N., R. 5 E., Town of Arena, Iowa County, Wisconsin, as shown on the Plan and Profile or a copy thereof marked:

Project Number I20240
Miscellaneous Culvert Replacements
CTH HH
Iowa County

The same being sheet Plan and Profile.

To properly establish, lay out, widen, enlarge, extend, construct, reconstruct, improve, or maintain a portion of the highway designated above, it is necessary to relocate or change and acquire certain lands or interests in lands as shown on the right of way plat for the above project.

To effect this change, pursuant to authority granted under Sections 83.07 & 83.08, Wisconsin Statutes, Iowa County orders that:

1. The said road is laid out and established to the lines and widths as shown on the plat.
2. The required lands or interests in lands as shown on the plat shall be acquired by: Iowa County
3. This order supersedes and amends any previous order issued by: Iowa County

Name and Title

Date

55

RELOCATION ORDER

LPA1708 08/2011 (Replaces LPA3006)

CTH T-30

Project I20240	Road name Miscellaneous Culvert Replacements (CTH T)	Highway CTH T	County Iowa
Right of way plat date 12-1-21	Plat sheet number(s) Plan and Profile	Previously approved Relocation Order date N/A	

Description of termini of project:

Beginning at a point (Station 13+40) that is 570.17 feet North and 1840.61 feet West of the Southeast Corner of Section 30, T. 7 N., R. 5 E., Town of Brigham, Iowa County, Wisconsin, thence Southerly and Easterly along the centerline of CTH T, 230 feet (0.044 miles), more or less, to a point (Station 15+70) that is 345.16 feet North and 1793.43 feet West of the Southeast Corner of Section 30, T. 7 N., R. 5 E., Town of Brigham, Iowa County, Wisconsin, as shown on the Plan and Profile or a copy thereof marked:

Project Number I20240
Miscellaneous Culvert Replacements
CTH T
Iowa County

The same being sheet Plan and Profile.

To properly establish, lay out, widen, enlarge, extend, construct, reconstruct, improve, or maintain a portion of the highway designated above, it is necessary to relocate or change and acquire certain lands or interests in lands as shown on the right of way plat for the above project.

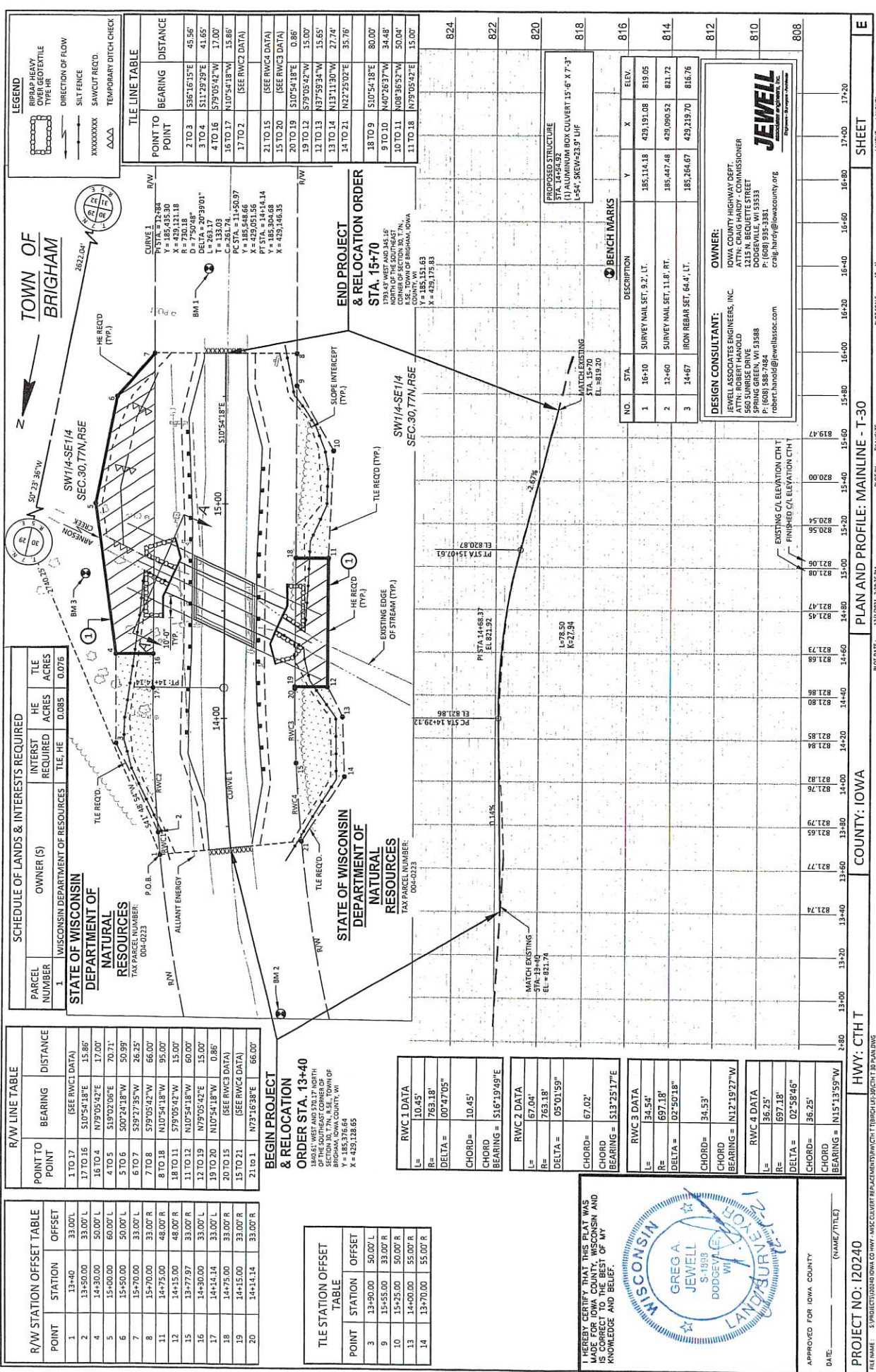
To effect this change, pursuant to authority granted under Sections 83.07 & 83.08, Wisconsin Statutes, Iowa County orders that:

1. The said road is laid out and established to the lines and widths as shown on the plat.
2. The required lands or interests in lands as shown on the plat shall be acquired by: Iowa County
3. This order supersedes and amends any previous order issued by: Iowa County

Name and Title

Date

SA



SCHEDULE OF LANDS & INTERESTS REQUIRED				
PARCEL NUMBER	OWNER (S)	INTEREST REQUIRED	HE ACRES	TILE ACRES
1	WISCONSIN DEPARTMENT OF RESOURCES	TILE HE	0.085	0.076

R/W LINE TABLE		
POINT TO POINT	BEARING	DISTANCE
1 TO 17	(SEE RW/C2 DATA)	
17 TO 16	S10°54'18"E	15.86'
16 TO 4	N79°05'42"E	17.00'
4 TO 5	S19°02'06"E	70.71'
5 TO 6	S00°24'18"W	50.99'
6 TO 7	S32°27'35"W	26.25'
7 TO 8	S79°05'42"W	66.00'
8 TO 18	N10°54'18"W	95.00'
18 TO 11	S79°05'42"W	15.00'
11 TO 12	N10°54'18"W	60.00'
12 TO 19	N79°05'42"E	15.00'
19 TO 20	N10°54'18"W	0.86'
20 TO 15	(SEE RW/C3 DATA)	
15 TO 21	(SEE RW/C4 DATA)	
21 TO 1	N73°16'38"E	66.00'

R/W STATION OFFSET TABLE		
POINT	STATION	OFFSET
1	13+40	33.00' L
2	13+50.00	30.00' L
4	14+30.00	50.00' L
5	15+00.00	60.00' L
6	15+50.00	60.00' L
7	15+70.00	33.00' L
8	15+70.00	33.00' R
11	14+75.00	48.00' R
12	14+15.00	48.00' R
15	13+77.97	33.00' R
16	14+30.00	33.00' L
17	14+14.14	33.00' L
18	14+75.00	33.00' R
19	14+15.00	33.00' R
20	14+14.14	33.00' R

BEGIN PROJECT & RELOCATION ORDER STA. 13+40
LABOR: WEST AND 70.17' NORTH
OF THE SOUTHEAST CORNER OF
SECTION 30, T1N, R5E
BRIGHAM, IOWA COUNTY, WI
Y = 185,376.64
X = 429,128.65

**STATE OF WISCONSIN
NATURAL RESOURCES**
TAX PARCEL NUMBER:
004-0223

**END PROJECT & RELOCATION ORDER
STA. 15+70**
LABOR: WEST AND 70.17' NORTH
OF THE SOUTHEAST CORNER OF
SECTION 30, T1N, R5E
BRIGHAM, IOWA COUNTY, WI
Y = 185,351.63
X = 429,175.83

RWC 1 DATA		
L=	10.45'	
R=	763.18'	
DELTA =	00°47'05"	
CHORD =	10.45'	
CHORD BEARING =	516°19'49"E	

RWC 2 DATA		
L=	67.04'	
R=	763.18'	
DELTA =	05°01'59"	
CHORD =	67.02'	
CHORD BEARING =	513°25'17"E	

RWC 3 DATA		
L=	34.54'	
R=	697.18'	
DELTA =	02°50'18"	
CHORD =	34.53'	
CHORD BEARING =	N12°19'7"W	

RWC 4 DATA		
L=	36.25'	
R=	697.18'	
DELTA =	02°58'46"	
CHORD =	36.25'	
CHORD BEARING =	N15°13'59"W	

LEGEND

- RIPIRAP HEAVY OVER GLOTTILE TYPE HR
- DIRECTION OF FLOW
- SILT FENCE
- SAWCUT REQD.
- TEMPORARY DITCH CHECK

TILE LINE TABLE		
POINT TO POINT	BEARING	DISTANCE
21 TO 3	S36°16'15"E	45.56'
3 TO 4	S11°29'59"E	41.65'
4 TO 16	S79°05'42"W	17.00'
16 TO 17	N10°54'18"W	15.86'
17 TO 2	(SEE RW/C2 DATA)	
21 TO 15	(SEE RW/C3 DATA)	
15 TO 20	(SEE RW/C4 DATA)	
20 TO 19	S10°54'18"E	0.86'
19 TO 12	S79°05'42"W	15.00'
12 TO 13	N79°05'42"W	15.65'
13 TO 14	N13°11'00"W	27.74'
14 TO 21	N22°25'02"E	35.76'
18 TO 9	S10°54'18"E	80.00'
9 TO 10	N07°26'37"W	34.48'
10 TO 11	N08°35'27"W	50.04'
11 TO 18	N79°05'42"E	15.00'

BENCH MARKS		
NO.	STA.	DESCRIPTION
1	16+10	SURVEY NAIL SET, 9.2' LT.
2	12+60	SURVEY NAIL SET, 11.8' RT.
3	14+67	IRON REBAR SET, 64' LT.

PROPOSED STRUCTURE		
STA. 14+54.32	(1) ALUMINUM BOX CULVERT 15'-6" X 7'-3"	
	L=54', SKEW=43.5° LHF	

DESIGN CONSULTANT:
JEWELL ASSOCIATES ENGINEERS, INC.
ATTN: ROBERT HANOLD
560 SUMMIT DRIVE
BRIGHAM, IOWA 52533
P: (608) 888-7484
robert.hanold@jewellassoc.com

OWNER:
IOWA COUNTY HIGHWAY DEPT.
ATTN: CRAIG HARDY - COMMISSIONER
1215 N. REQUETTE STREET
BRIGHAM, IOWA 52533
P: (608) 895-3381
craig.hardy@iowacounty.org

JEWELL
Engineers - Surveyors - Planners

PLAN AND PROFILE: MAINLINE - T-30

PLOT DATE: 12/1/2021 8:38:36 AM

PLOT BY: TM VELTE

PLOT SCALE: 1" = 1'

COUNTY: IOWA

HWY: CTH T

PROJECT NO: 120240

SHEET

E

RELOCATION ORDER

LPA1708 08/2011 (Replaces LPA3006)

Project I20240	Road name Miscellaneous Culvert Replacements (CTH T)	Highway CTH T	County Iowa
Right of way plat date 12-1-21	Plat sheet number(s) Plan and Profile	Previously approved Relocation Order date N/A	

CTH T(N) 484

Description of termini of project:

Beginning at a point (Station 10+00) that is 1299.69 feet North and 1606.22 feet East of the Southwest Quarter Corner of Section 10, T. 7 N., R. 4 E., Town of Arena, Iowa County, Wisconsin, thence Easterly and Northerly along the centerline of CTH T, 70 feet (0.013 miles), more or less, to a point (Station 10+70) that is 1280.29 feet North and 1673.39 feet East of the Southwest Corner of Section 10, T. 7 N., R. 4 E., Town of Arena, Iowa County, Wisconsin, as shown on the Plan and Profile or a copy thereof marked:

Project Number I20240
Miscellaneous Culvert Replacements
CTH T
Iowa County

The same being sheet Plan and Profile.

To properly establish, lay out, widen, enlarge, extend, construct, reconstruct, improve, or maintain a portion of the highway designated above, it is necessary to relocate or change and acquire certain lands or interests in lands as shown on the right of way plat for the above project.

To effect this change, pursuant to authority granted under Sections 83.07 & 83.08, Wisconsin Statutes, Iowa County orders that:

1. The said road is laid out and established to the lines and widths as shown on the plat.
2. The required lands or interests in lands as shown on the plat shall be acquired by: Iowa County
3. This order supersedes and amends any previous order issued by: Iowa County

Name and Title

Date

ALLIANT ENERGY
200 FIRST STREET
CONRAD RAPIDS, IA 52401
CONTACT: MARY MONTGOMERY
P: (319) 786-4768
Mary.Montgomery@alliantenergy.com

FRONTIER COMMUNICATIONS
2222 WEST WISCONSIN STREET
PORTAGE WI, 53901
CONTACT: JERRY MOORE
P: (608) 742-9507
EMAIL: jerald.j.moore@ftr.com

NOTES

ALL EXCAVATION REQUIRED FOR INSTALLATION OF THE CULVERT PIPES SHALL BE INCLUDED IN THE BID ITEM "PIPE ARCH CORRUGATED STEEL 103 X 72 INCH." STRUCTURE BACKFILL TYPE B AT THE PIPE ARCH AS SHOWN IN THE SECTION THROUGH PROPOSED STRUCTURE TO BE INCIDENTAL TO THE PIPE ARCH BID ITEM. UNLESS OTHERWISE NOTED, ALL DISTURBED STREAM BANKS ADJACENT TO PROPOSED STRUCTURE AS SHOWN, ALL OTHER DISTURBED AREAS SHALL BE SEEDED, REVEGETATED, AND COVERED WITH MULCH.

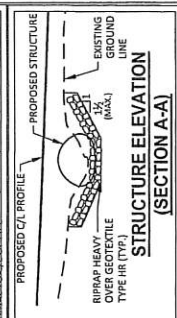
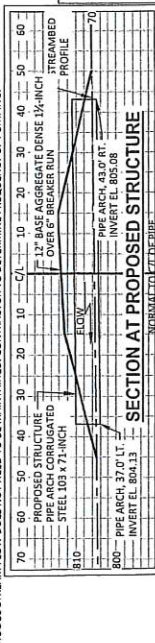
DESIGN CONTROL: FEAT. USES SHOWN ARE SUGGESTED LOCATIONS. EXACT LOCATIONS SHALL BE DETERMINED IN THE FIELD. ADJUST DITCH GRADING AS NECESSARY TO FIT FIELD CONDITIONS.

THE LOCATIONS OF EXISTING AND PROPOSED UTILITY INSTALLATIONS AS SHOWN ON THE PLAN ARE APPROXIMATE. THERE MAY BE OTHER UTILITY INSTALLATIONS WITHIN THE PROJECT AREA NOT SHOWN ON THE PLAN. CONTRACT DIGGERS HOTLINE TO FIELD LOCATE ANY UTILITIES PRIOR TO THE START OF CONSTRUCTION.

INSTALL "LOOSE GRAVEL AHEAD" SIGNS APPROXIMATELY 500' FROM BEGIN AND END OF PROJECT. SIGNS TO BE LEFT IN PLACE UNTIL COUNTY INSTALLS ASPHALTIC MATERIAL.

CONTINUOUS STREAM FLOW DOES NOT NEED TO BE MAINTAINED. CONTRACTOR TO DETERMINE FREQUENCY OF PUMPING.

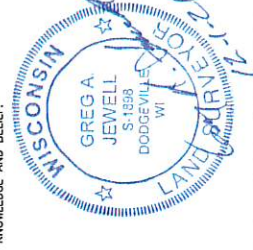
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NO.	STA.	DESCRIPTION	Y	X	ELEV.
1	9+14	IRON REBAR SET, 21.6' LT.	202,190.62	411,540.00	819.44
3	11+79	IRON REBAR SET, 22.9' ST.	202,079.38	411,778.66	808.01

PARCEL NUMBER	OWNER (S)	INTEREST REQUIRED	INTEREST REQUIRED AC
1	ERDMAN W/ PROPERTIES LLC ERDMAN FUTURE II LLC	HE	0.0
201	FRONTIER COMMUNICATIONS	RELEASE OF RIGHT	

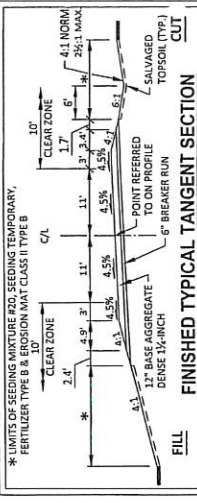
I HEREBY CERTIFY THAT THIS PLAT WAS
MADE FOR IOWA COUNTY, WISCONSIN AND
IS CORRECT TO THE BEST OF MY
KNOWLEDGE AND BELIEF.



DATE: _____

APPROVED FOR IOWA COUNTY _____

DESIGN CONSULTANT:
JEWELL ASSOCIATES ENGINEERS, INC.
ATTN: ROBERT HANOLD
ATTN: CRAIG HARDY - COMMISSIONER
1215 N. BOUTIQUE STREET
DODGEVILLE, WI 53533
P: (608) 935-1381
F: (608) 935-1484
E: info@jewell-engineers.com
E: robh@jewell-engineers.com
E: chard@jewell-engineers.com



DESIGN CONSULTANT:	OWNER:
--------------------	--------

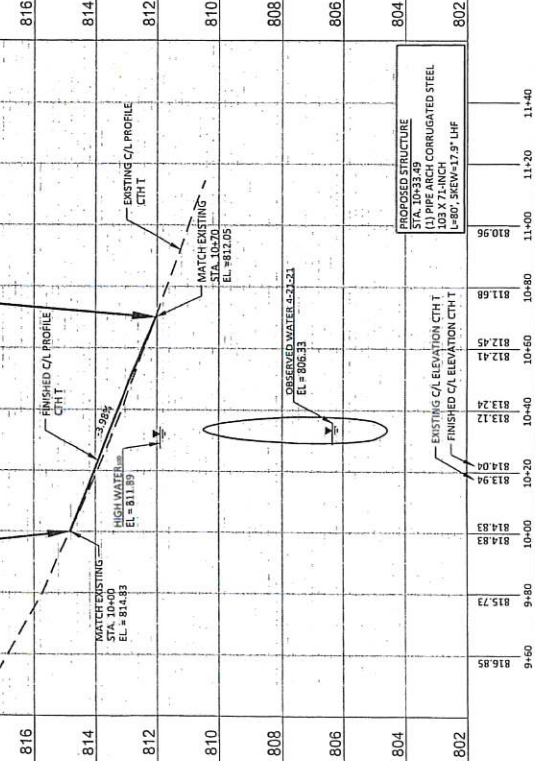
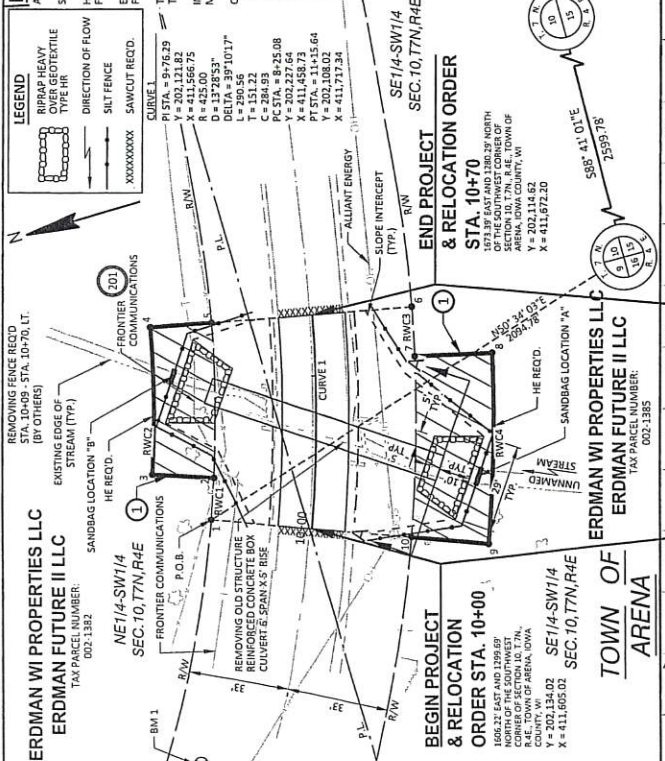
DESIGN CONSULTANT:
JEWELL ASSOCIATES ENGINEERS, INC.
ATTN: ROBERT HANOLD
560 SUNRISE DRIVE
SPRING GREEN, WI 53588
P: (608) 588-7484
F: (608) 588-7484
www.jewellassociates.com
e-mail: rhanold@jewellassociates.com

3)

RW2C DATA		RW3C DATA		R/W STATION OFFSET TABLE	
L=	46.14'	F=	16.16'	POINT STATION	OFFSET
R=	372.00'	R=	458.00'	1	10+40.00
DELTA=	72°42'53"	DELTA=	02°01'20"	2	10+45.00
CHORD=	48.11'	CHORD=	16.16'	3	10+50.00
CHORD BEARING=	57°45'14"E	CHORD BEARING=	57°35'59"E	4	10+55.00
				5	10+60.00
				6	10+65.00
				7	10+70.00
				8	10+75.00
				9	10+80.00
				10	10+85.00
				11	10+90.00
				12	10+95.00
				13	11+00.00
				14	11+05.00
				15	11+10.00
				16	11+15.00
				17	11+20.00
				18	11+25.00
				19	11+30.00
				20	11+35.00
				21	11+40.00
				22	11+45.00
				23	11+50.00
				24	11+55.00
				25	11+60.00
				26	11+65.00
				27	11+70.00
				28	11+75.00
				29	11+80.00
				30	11+85.00
				31	11+90.00
				32	11+95.00
				33	12+00.00
				34	12+05.00
				35	12+10.00
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				37	12+20.00
				38	12+25.00
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				45	12+60.00
				46	12+65.00
				47	12+70.00
				48	12+75.00
				49	12+80.00
				50	12+85.00
				51	12+90.00
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				89	14+80.00
				90	14+85.00
				91	14+90.00
				92	14+95.00
				93	15+00.00
				94	15+05.00
				95	15+10.00
				96	15+15.00
				97	15+20.00
				98	15+25.00
				99	15+30.00
				100	15+35.00

RWC4 DATA	
="	62.51'
	483.00'
DELTA=	07'24"53"
CHORD=	62.46'
CHORD	
BEARING=	N77°52'52"W

DECLASSIFY ON: 25C 32C 32N



PROJECT NO: I20240	HWY: CTH T	COUNTY: IOWA
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E NAME : S:\PROJECTS\120240 IOWA CO HWY - MISC CULVERT REPLACEMENTS\RW\CTH 1 T(N)-40A\CTH 1 T(N)-40A PLAN DWG

RELOCATION ORDER

LPA1708 08/2011 (Replaces LPA3006)

Project I20240	Road name Miscellaneous Culvert Replacements (CTH T)	Highway CTH T	County Iowa
Right of way plat date 12-1-21	Plat sheet number(s) Plan and Profile	Previously approved Relocation Order date N/A	

CTH T (N) 43

Description of termini of project:

Beginning at a point (Station 10+10) that is 659.23 feet North and 582.98 feet East of the South Quarter Corner of Section 10, T. 7 N., R. 4 E., Town of Arena, Iowa County, Wisconsin, thence Easterly and Southerly along the centerline of CTH N, 70 feet (0.013 miles), more or less, to a point (Station 10+80) that is 630.56 feet North and 646.78 feet East of the South Quarter Corner of Section 10, T. 7 N., R. 4 E., Town of Arena, Iowa County, Wisconsin, as shown on the Plan and Profile or a copy thereof marked:

Project Number I20240
Miscellaneous Culvert Replacements
CTH T
Iowa County

The same being sheet Plan and Profile.

To properly establish, lay out, widen, enlarge, extend, construct, reconstruct, improve, or maintain a portion of the highway designated above, it is necessary to relocate or change and acquire certain lands or interests in lands as shown on the right of way plat for the above project.

To effect this change, pursuant to authority granted under Sections 83.07 & 83.08, Wisconsin Statutes, Iowa County orders that:

1. The said road is laid out and established to the lines and widths as shown on the plat.
2. The required lands or interests in lands as shown on the plat shall be acquired by: Iowa County
3. This order supersedes and amends any previous order issued by: Iowa County

Name and Title

Date

(6)

RELOCATION ORDER

LPA1708 08/2011 (Replaces LPA3006)

CTH J (N) 47

Project I20240	Road name Miscellaneous Culvert Replacements (CTH T)	Highway CTH T	County Iowa
Right of way plat date 12-1-21	Plat sheet number(s) Plan and Profile	Previously approved Relocation Order date N/A	

Description of termini of project:

Beginning at a point (Station 10+00) that is 261.42 feet South and 1055.59 feet East of the Northwest Corner of Section 14, T. 7 N., R. 4 E., Town of Arena, Iowa County, Wisconsin, thence Easterly and Southerly along the centerline of CTH T, 70 feet (0.013 miles), more or less, to a point (Station 10+70) that is 286.32 feet South and 1121.01 feet East of the Northwest Corner of Section 14, T. 7 N., R. 4 E., Town of Arena, Iowa County, Wisconsin, as shown on the Plan and Profile or a copy thereof marked:

Project Number I20240
Miscellaneous Culvert Replacements
CTH T
Iowa County

The same being sheet Plan and Profile.

To properly establish, lay out, widen, enlarge, extend, construct, reconstruct, improve, or maintain a portion of the highway designated above, it is necessary to relocate or change and acquire certain lands or interests in lands as shown on the right of way plat for the above project.

To effect this change, pursuant to authority granted under Sections 83.07 & 83.08, Wisconsin Statutes, Iowa County orders that:

1. The said road is laid out and established to the lines and widths as shown on the plat.
2. The required lands or interests in lands as shown on the plat shall be acquired by: Iowa County
3. This order supersedes and amends any previous order issued by: Iowa County

Name and Title

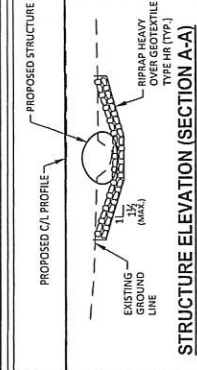
Date

DIGGERS HOTLINE
 Dial 811 or (800) 242-8511
 www.DiggersHotline.com

UTILITIES

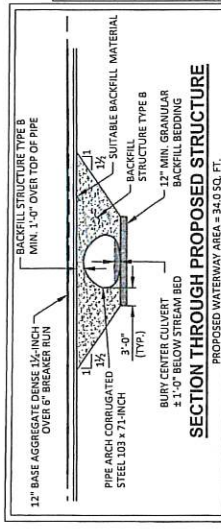
ELECTRIC
 ALLIANT ENERGY
 200 FIRST STREET
 CEDAR RAPIDS, IA 52401
 CONTACT: MARY MONROE
 P: (319) 788-4788
 mary.monroe@alliantenergy.com EMAIL: jerad.moore@tr.com

TELEPHONE
 FRONTIER COMMUNICATIONS
 2222 WEST WISCONSIN STREET
 PORTAGE WI, 53001
 CONTACT: JERRY MOORE
 P: (608) 744-3507
 jerry.moore@frontier.com



STRUCTURE ELEVATION (SECTION A-A)

NOTES
 ALL EXCAVATION REQUIRED FOR INSTALLATION OF THE CULVERT PIPES SHALL BE INCLUDED IN THE BID ITEM "PIPE ARCH CORRUGATED STEEL 103 X 71-INCH".
 STRUCTURE BACKFILL TYPE B AT THE PIPE ARCH AS SHOWN IN THE SECTION THROUGH PROPOSED STRUCTURE TO BE IDENTICAL TO THE PIPE ARCH BID ITEM.
 HEAVY RIPRAP REQUIRED ON ALL DISTURBED STREAM BANKS ADJACENT TO PROPOSED STRUCTURE AS SHOWN. ALL OTHER DISTURBED AREAS SHALL BE SEEDS, FERTILIZED, AND COVERED WITH MULCH.
 EROSION CONTROL FEATURES SHOWN ARE SUGGESTED LOCATIONS. EXACT LOCATIONS TO BE DETERMINED IN THE FIELD. ADJUST DITCH GRADING AS NECESSARY TO FIT FIELD CONDITIONS.
 THE LOCATIONS OF EXISTING AND PROPOSED UTILITY INSTALLATIONS AS SHOWN ON THE PLAN AND SECTION SHALL BE APPROXIMATELY 50% FROM BEGIN AND END OF PROJECT AREA NOT SHOWN ON THE PLAN. CONTACT DIGGERS HOTLINE TO FIELD LOCATE ANY UTILITIES PRIOR TO THE START OF CONSTRUCTION.
 INSTALL "DOSE GRAVEL AREA" SIGNS APPROXIMATELY 50% FROM BEGIN AND END OF PROJECT. SIGNS TO BE LEFT IN PLACE UNTIL COUNTY INSTALLS ASPHALTIC MATERIAL.



BENCH MARKS

NO.	STA.	DESCRIPTION	Y	X	ELEV.
1	8+98	SURVEY NAIL SET, 14.1", RT.	200.472.85	416.178.30	779.69
3	10+68	SURVEY NAIL SET, 37.4", RT.	200.389.48	416.320.06	777.55

R/W LINE TABLE

POINT TO POINT	BEARING	DISTANCE
1 TO 2	N20°50'14"E	20.08'
2 TO 3	S69°09'46"E	70.00'
3 TO 4	S20°50'14"W	20.51'
4 TO 5	S20°50'14"W	66.02'
5 TO 6	S20°50'14"W	14.47'
6 TO 7	N69°09'46"W	70.00'
7 TO 8	N20°50'14"E	14.92'
8 TO 1	N20°50'14"E	66.00'

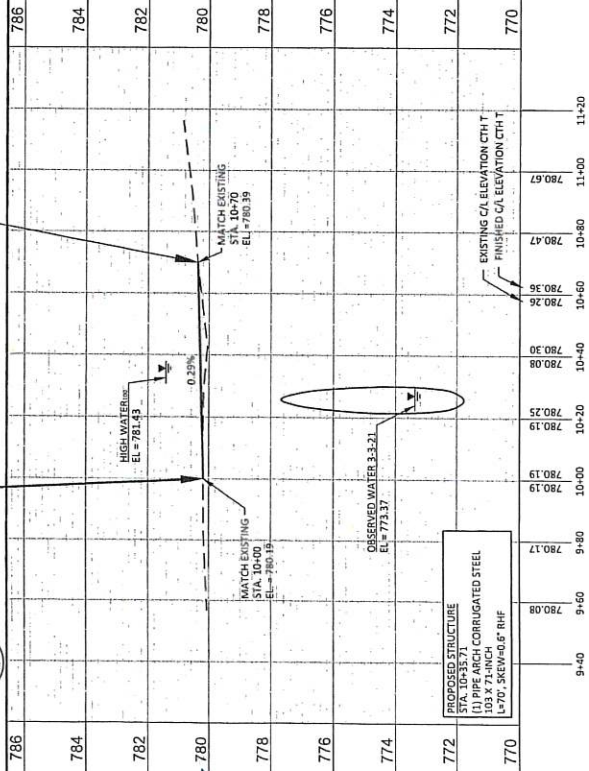
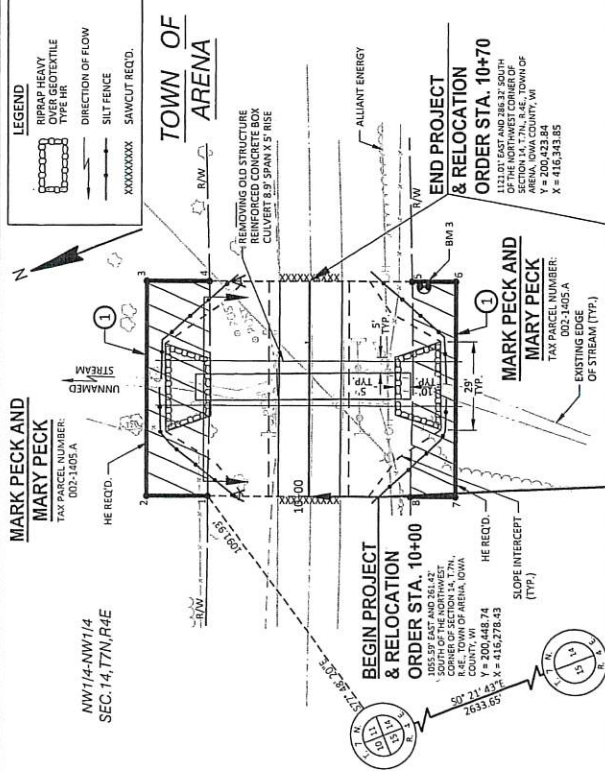
R/W STATION OFFSET TABLE

POINT	STATION	OFFSET
1	10+00.00	31.97' L
2	10+00.00	53.00' L
3	10+70.00	53.00' L
4	10+70.00	32.45' L
5	10+70.00	32.55' R
6	10+70.00	48.00' R
7	10+00.00	48.00' R
8	10+00.00	33.08' R

I HEREBY CERTIFY THAT THIS PLAN WAS MADE FOR IOWA COUNTY, WISCONSIN AND IS ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

GREGA JEWELL
 S-1953
 DODGEVILLE, WI

APPROVED FOR IOWA COUNTY
 DATE: _____ (NAME/TITLE)



PROJECT NO: 120240
HWY: CTH T
COUNTY: IOWA

PLAN SCALE: 1" = 1' PLOT BY: TMA/VEE PLOT DATE: 12/17/2023 10:04:38 AM

PLAN AND PROFILE: MAINLINE - T(N)-47

SHEET **E**

WISCONSIN COUNTY HIGHWAY ASSOCIATION CONSTITUTION AS ADOPTED ON JANUARY 16, 2013

ARTICLE I – NAME AND TYPE

Section 1 - Name: The name of the Association shall be the “Wisconsin County Highway Association Inc.,” a not for profit corporation.

Section 2 – Affiliation: The Wisconsin County Highway Association, hereinafter referred to as the Association, shall be in cooperation with the Wisconsin Counties Association.

Section 3 – Address: The Association’s principal office shall be located at ***22 East Mifflin Street, Suite 900, Madison, WI 53703***, but meetings may be held at any other place designated by the Board of Directors or Executive Committee.

ARTICLE II – PURPOSE AND POLICY DETERMINATION

Section 1 – General: The Association is a ***not for profit corporation***, non-partisan association of county governments in the state of Wisconsin organized for the purpose of protecting and furthering the common interests of county governments in performing the governmental function of constructing and maintaining highways. The Association’s policies shall be determined by the Board of Directors and by the vote of the Member Counties of the Association at annual or special Association meetings.

Section 2 – Specific: The association is organized for the following purposes:

- A. To solve problems common to county governments relating to the construction and maintenance of highways.
- B. To allow the Member Counties of the Association to receive the benefits of improved service and reduced costs through cooperative efforts, such as publishing a magazine, holding Association meetings, and conducting educational and training services for county highway commissioners and committee members.
- C. To provide information to the state Legislature for the development of sound legislation affecting county highways.
- D. To promote harmonious relations between its Member Counties and other public officials and the people they represent.

- E. To create and develop county highway construction and maintenance standards and specifications that will serve the needs of modern transportation.
- F. To formulate and recommend changes in county highway policies as occasion requires to improve administration methods in carrying out the provisions of the law.
- G. To provide advice to the Wisconsin Department of Transportation on administration of the state highway maintenance program consistent with the intent of Section 84.07(1), Wisconsin Statutes.
- H. To serve as the initial point of contact for a county highway department concerned with existing Wisconsin Department of Transportation policy, issues or matters of mutual concern.
- I. To represent all county highway departments for negotiation of rates and terms of state payments for county labor, equipment, materials and other costs required for maintenance of state highways consistent with the intent of Section 84.07(2), Wisconsin Statutes.
- J. To complete the annual negotiations with the Wisconsin Department of Transportation on rates and terms of payments for maintenance of state highways by August 1st preceding the effective year.
- K. To encourage Individual Members to perform the duties of county government office (Commissioners and Committee members) in a manner that will reflect a sense of responsibility as administrative officers in the public interest and to participate in matters of civic betterment and welfare.
- L. To transact and carry on any business as may be necessary for the betterment and welfare of the Association, and to call and hold meetings at such times as may be deemed necessary to obtain the expressed opinions and judgment of its members in establishing and carrying out the policies of the Association.
- M. To enter into contracts necessary or incidental to the carrying out of the business and purposes stated.

Section 3 – Cooperation with Wisconsin Counties Association: The Association shall cooperate with the Wisconsin Counties Association (WCA) for the purposes of professional enrichment, information sharing and enlargement of the issue orientation of elected policy makers. The Association shall provide advice to the WCA Board of Directors in the development of WCA policy.

ARTICLE III – MEMBERSHIP AND DUES

Section 1 – County: Any county of the state of Wisconsin which is a member of the WCA may become a Member County of the Association upon payment in full of annual dues. The Association dues shall be established by action of the Board of Directors for each ensuing year, subject to majority approval by vote of the Member Counties at the annual summer conference of the Association. Association dues shall be paid by each Member County not later than January 31 of each year.

Section 2 – Individual: Individual membership in the Association shall be limited to those persons who are either a highway commissioner elected or appointed under Section 83.01, Wisconsin Statutes, or a highway committee member elected or appointed under Section 83.015, Wisconsin Statutes, in a Member County of the Association.

Section 3- Associate Member: Associate membership in the association shall be limited to agencies, businesses, and individuals who share an interest of our goals and missions in promoting transportation. Associate members, shall not have voting rights in any association business, except that the two (2) associate members elected to serve on the Association's Conference Coordinating Committee shall have voting rights for issues affecting said committee. Association dues shall be paid by each member not later than February 1 of each year based upon a fee schedule determined by the Board of Directors.

Section 4 – Technical Members: Technical membership in the Association is limited to those individuals who are employed by County Highway Departments in the areas of engineering; business management; fleet management or operations management. Voting rights for these individuals shall be as determined in the WCHA Bylaws unless otherwise defined in the WCHA Constitution.

Section 5- Executive Director: The Executive Director shall be a non-voting member of the association. There will be no dues associated with this membership.

Section 6 – Honorary Members: Past Chairs and Past Presidents of the Association shall retain honorary membership status and shall have voting rights on the CHAPPs Committee after leaving County government.

ARTICLE IV – DIVISIONS AND DISTRICTS

Section 1 – Divisions: The Association shall be divided into divisions for Association purposes.

- A. Commissioners: Individual membership in the Commissioners Division shall be limited to persons holding the office of county highway commissioner or the individual serving in the comparable position as designated under Wisconsin Statute Chapter 83.
- B. Committee members: Individual membership in the Committee members Division shall be limited to those persons who are highway committee members or the individual serving in the comparable position as designated under Wisconsin Statute Chapter 83.

Section 2 – Districts: The State of Wisconsin shall be divided into Districts for Association purposes. The Association shall allocate each county into a district as designated by the Wisconsin County Highway Association Board of Directors, and as follows:

Northwest District

Ashland County
Bayfield County
Burnett County
Barron County
Douglas County
Polk County

West Central District

St. Croix County
Dunn County
Chippewa County
Eau Claire County
Clark County
Pierce County

Southwest District

LaCrosse County
Monroe County
Juneau County
Vernon County
Crawford County
Grant County

South Central District

Columbia County
Dodge County
Dane County
Iowa County
Jefferson County
Lafayette County

Rusk County
Sawyer County
Washburn County

Pepin County
Buffalo County
Taylor County
Trempealeau County
Jackson County

Richland County

Green County
Rock County
Sauk County

**North Central
District**

Iron County
Vilas County
Forest County
Price County
Oneida County
Lincoln County
Langlade County
Florence County

Central District

Marathon County
Shawano County
Wood County
Portage County
Waupaca County
Adams County
Waushara County
Marquette County
Green Lake County
Menominee County

Northeast District

Marinette County
Oconto County
Door County
Kewaunee County
Outagamie County
Brown County
Winnebago County
Calumet County
Sheboygan County
Fond Du Lac County
Manitowoc County

Southeast District

Washington County
Ozaukee County
Waukesha County
Milwaukee County
Walworth County
Racine County
Kenosha County

ARTICLE V – ASSOCIATION FUNDS

Section 1 – Funds: The funds of the Association shall be used only for the purpose of defraying the expenses of the Association incurred in carrying on the affairs of the Association. The funds may include, but are not limited to: Association dues, conference and training fees, and the sale of publications, materials and services. If any assets of the Association are to be distributed during the existence of the Association or upon its dissolution, the assets must be distributed only to Member Counties. No part of the Association's earnings may inure to the benefit of any private interest.

Section 2 – Depository: The Executive Committee shall designate the depository of Association funds.

Section 3 – Annual Report: The Treasurer shall prepare a general written income and expense statement for the preceding year ending December 31 which shall be published and made available at the annual winter conference.

Section 4- Annual audit: The Treasurer shall do or cause to have done an annual review of the association funds with an independent reviewer approved by the Board of Directors for the year ending December 31 and completed by March 1st of the next year.

ARTICLE VI – REGULAR MEETINGS

Section 1 – Annual Winter Road School: An Association regular meeting shall be held in Wisconsin in conjunction with a winter road school scheduled for that purpose during the month of January and held at the place and time approved by the Executive Committee.

Section 2 – Annual Summer Road School: An Association regular meeting shall be held in Wisconsin in conjunction with a summer road school scheduled for that purpose during the month of June and held at the place and time approved by the Executive Committee.

Section 3 – Division Meetings: Commissioner Division and Committee members Division regular meeting may be held in conjunction with the winter and summer road schools at the call of the presiding officer, as specified in Article X, Sections 7 and 9.

ARTICLE VII – SPECIAL MEETINGS

Special meetings of the Association may be held at any time and any place within the state of Wisconsin upon call of the President of the Association or the Executive Committee or by a two-thirds majority of the Board of Directors, and it shall be the duty of the President to call such special meetings at any time upon request in writing signed by twenty or more Individual Members. Such meetings may also be decided upon as to time and place at the regular annual meeting.

ARTICLE VIII – QUORUM AND VOTING RIGHTS

Section 1 – Quorum: A majority of the Member Counties entitled to vote at an Association meeting shall constitute a quorum necessary for the transaction of business. No business shall be transacted at any meeting of the Association unless a quorum shall be present.

Section 2 – Voting Rights: Each Member County shall have one vote at regular and special Association meetings of the Member Counties which shall be cast by the official representative of the county. A majority of the votes entitled to be cast by the Member Counties present in person at a meeting at which a quorum is present shall be necessary for the adoption of any matter voted on by the Member Counties. Individual Members shall not have any voting rights at any meeting of the Member Counties.

Section 3 – Official Representative: The official representative of the Member County shall be the Chair of the County Highway Committee. ~~The Chair of the County Highway Committee may designate an alternate official representative by written notice to the Secretary of the Association prior to the beginning of the meeting at which the alternate is to vote.~~ In the Chair's absence, a present orf virtually present representative of the Member County may cast a vote for the county.

Section 4 – Official Division Representatives: The official committee member division representative shall be the Chair of the County Highway Committee. The official commissioner division representative shall be the County Highway Commissioner or the individual serving in the comparable position as designated under Wisconsin Statute Chapter 83. Each County Member shall be entitled to one vote at any Division meeting. Alternates may be designated by the Chair of the County Highway Committee by written notice to the Secretary prior to the beginning of the meeting at which the alternate is to vote.

ARTICLE IX – ORDER OF BUSINESS AND PROCEDURE

Section 1 – Order of Business: The regular order of business for the annual and special meetings of the Association, unless directed otherwise by a majority of those present, shall be as follows:

1. Call to order by the President.
2. Roll call of Member Counties by county.
3. Minutes of last meeting.
4. Approval of the agenda.
5. Report of the Board of Directors.
6. Report of the resolutions committee.
7. New business.
8. Election of officers.

Section 2 – Procedure: The procedure of all meetings shall conform to Roberts' Rules of Order. The manner of voting at regular and special meetings shall be by voice vote unless a roll call is requested.

ARTICLE X – OFFICERS, ELECTION, DUTIES AND TERMS

Section 1 – Officers: The officers of the Association shall consist of a Board of Directors Chair, Vice-Chair, Past President, Past Chair, President, Secretary and Treasurer.

Section 2 – Elections: All officers except the Treasurer shall be elected at an Association regular meeting by a majority of Member Counties. The term of office for all new officers shall commence the day following the end of the regular meeting at which they are elected. Persons elected shall remain in office throughout their term and thereafter until their successors are elected. Each officer shall be an Individual member of the Association. If any officer ceases to be a County Highway Commissioner, or the individual serving in the comparable position as designated under Wisconsin Statute Chapter 83, or County Highway Committee member, his or her office becomes vacant. All vacancies shall be filled within thirty (30) days by appointment by Executive Committee from the Board's membership.

Section 3 – Board of Directors Chair, Vice-Chair, and Past Chair: These offices shall be progressive offices held by a highway committee member. The Vice-Chair shall be elected every year at the summer regular meeting for a *three (3) year term*. After serving one year, the Vice-Chair shall become the Board Chair, and after one year as Board Chair shall become the Past Chair.

Section 4 – Past President, President and Secretary: These offices shall be progressive offices held by highway commissioners or the individual serving in the comparable position as designated under Wisconsin Statute Chapter 83. The Secretary shall be elected every two (2) years, the even years, at the winter regular meeting for a six (6) year term. After serving two (2) years, the Secretary shall become the

President. After serving two (2) years as President, the President shall become Past President for a two (2) year term.

Section 5 – Treasurer: The Treasurer shall be highway commissioner, or the individual serving in the comparable position as designated under Wisconsin Statute Chapter 83, elected for a two (2) year term by the Board of Directors from Individual membership and may serve no more than three (3) full and consecutive terms as Treasurer. The Treasurer shall be elected at the Board's August biennial organization meeting pursuant to Article XI, Section 4.B. The term of office for Treasurer shall commence on January 1 of every odd year.

Section 6 – Terms: Except for the office of Treasurer, and except where a person has filled a vacancy for the remainder of an unexpired term by appointment of the Board of Directors, no officer shall be elected for a consecutive term.

Section 7 – Board of Directors Chair: The Board Chair shall preside at all meetings of the Board of Directors, and in case of a vacancy in the office of President, or in the absence or disability of the President, perform all duties of the President until that position is filled by the Board of Directors. The Board Chair in cooperation with the President shall serve as a team in performing these duties to promote the traditional committee member and commissioner relationship in the Association. The Board Chair shall also serve as President of the Committee members Division and shall preside over all meetings of that Division and shall perform such other duties as may be prescribed by that Division.

Section 8 – Board Vice-Chair: The Vice-Chair shall, in case of a vacancy in the office of Board Chair, or in the absence or disability of the Board Chair, perform all duties of the Board Chair until that position is filled by the Board of Directors. The Board Vice-Chair shall also serve as Secretary of the Committee members Division by preparing minutes for all Committee members Division meetings and conducting its correspondence. Such Committee members Division records and correspondence shall be forwarded to the Association Secretary.

Section 9 – President: The President shall preside at all meetings of the Association and the Executive Committee, be the Chief Executive Officer of the Association, perform such other duties as may be prescribed by the Board of Directors, sign all documents requiring the signature of the Chief Executive Officer of the Association and shall appoint committees as are established by the Constitution and Bylaws or the Board of Directors. The President may sign checks and orders. The President in cooperation with the Board Chair shall serve as a team in performing these duties to promote the traditional commissioner and committee member relationship in the Association. The President shall also serve as President of the Commissioners Division and shall preside over all meetings of the Division and shall perform such other duties as may be prescribed by that Division. The Past President shall aid the President in all duties to ensure a uniform transition and promote continuance of the Association issues, in addition the Past President shall be the Executive Committee representative on the conference Coordinating Committee and representative in relation to all Association Conference planning. The President shall appoint a Past President of the Association as the NACE Wisconsin Director.

Section 10 – Secretary: The Secretary or designee shall keep a record of the proceedings of all meetings of the Association. The Secretary shall conduct, or cause to have done, the correspondence of the Association, mail all notices required by the Constitution and Bylaws, and shall perform such other duties as the Board of Directors shall from time to time prescribe. The Secretary, or designee, shall keep all official records of the Association for a period of Seven (7) calendar years and shall deliver possession and/or control of such records and properties to his or her successor in office. The Secretary may appoint

an Individual Member of the Association as Recording Secretary to assist in carrying out these duties. The Secretary shall also serve as Secretary of the Commissioners Division and shall assist, as needed, the Vice-Chair of the Committee members Division.

Section 11 – Treasurer: The Treasurer shall safely keep all monies and funds of the Association and may sign checks and orders, and shall deliver all the books, funds and properties in his or her possession or under his or her control as Treasurer to his or her successor in office, or to such other person as the Executive Committee from time to time orders or directs. The Treasurer shall exercise the responsibilities pursuant to Article V of the Constitution. The Treasurer may appoint an Individual Member of the Association as Assistant Treasurer to assist in carrying out these duties. The Treasurer shall notify the Board of Directors whenever an expenditure line item in the annual Association budget is exceeded. The Treasurer may appoint the Assistant Treasurer or other designee to assist in the management of finances associated with the WCHA's Road School; the Superintendents' and Foremen's Road School; or other specific special events sanctioned by the WCHA. The Treasurer shall maintain a line item account within the WCHA budget for the Superintendents' and Foremen's Road School from which all income and disbursements for the event will be accounted for.

Section 12 – Nominations: The Executive Committee shall serve as the Nominating Committee for the Association Officers. The Executive Committee shall determine the candidate's willingness to serve a full term prior to making the nomination. The Executive Committee shall accept recommendations in writing no later than 60 days prior to the election.

Section 13 – Election: The Executive Committee shall submit its nominations for Association Officers to the Board of Directors for approval by majority vote prior to the regular Association meeting. In addition to the nominations submitted to the Association, additional nominations may be made from the floor with the consent of the nominee.

- A. Vice-Chair Election: A Board of Directors Vice-Chair shall be elected for a three (3) year term as an Association Officer at every year's summer regular meeting.
- B. Secretary Election: A Secretary shall be elected for a six (6) year term as an Association Officer at the even year winter regular meeting.
- C. Treasurer Election: A Treasurer shall be elected for a two (2) year term at the even year Board of Directors August Meeting.

ARTICLE XI – BOARD OF DIRECTORS

Section 1 – Make-up and Powers: The Association powers, objectives and business shall be exercised, conducted and controlled by a Board of Directors consisting of the elected officers of the Association and Directors from divisions and districts as specified in the Article. The Board shall consist of no *less than sixteen (16) members and no more than twenty four (24), with a balance to be achieved between the number of commissioners and committee representatives*. The Board may adopt Bylaws to implement the powers delegated to the Board by the Constitution.

Two representatives of the Superintendents' and Foremen's Leadership Development Group shall serve on the Board of Directors. One representative shall have voting rights on any issue pertaining to Article XVI of the By-laws. The other representative will be a non-voting member. The Superintendents' and

Foremen's Leadership Development Group representative to the Board shall only count as part of a quorum when issues related to Article XVI of the By-laws are being discussed or acted upon.

One representative from the Associate Members shall sit on the Board of Directors in a non-voting advisory capacity. This representative shall be elected by the Associate members and shall serve under the same term constraints as are identified for other members of the Board of Directors.

Section 2 – Executive Committee: The Executive Committee of the Association shall consist of the elected officers of the Association. The President of the Association shall be the Chair of the Executive Committee. *The Treasurer shall be an ex officio member of the Executive Committee without voting rights.* The Executive Committee shall exercise all the powers of the Board of Directors as may be lawfully delegated, in writing in the Bylaws, by the Board when the Board is not in session.

- A. Duties so delegated in the Bylaws shall be specified and/or reviewed from time to time as deemed necessary by the Board, but at least once every two (2) years, at the biennial organization meeting pursuant to Section 4.B of this Article.
- B. Every member of the Executive Committee shall be entitled to one vote at meetings of the Executive Committee and all matters shall be decided by majority vote of the Executive Committee members present and voting at a meeting at which a quorum is present. A majority of the Executive Committee shall constitute a quorum.

Section 3 – District Directors: One (1) highway commissioner and one (1) highway committee member shall be elected to serve as a District Director by the Individual Members of each Division within a particular district, unless represented on the Board of Directors by a duly elected officer of the Association.

- A. Elections: Directors shall serve for a period of two (2) years and may serve no more than three (3) consecutive terms. The highway commissioner shall be elected during the Odd years and the highway committee member shall be elected during the even years. Such election shall be held at least one month prior to the annual winter meeting of the Association and as soon after County Board Elections as the District provides, and the term shall take effect immediately upon election. Each Director shall serve until his or her successor is elected or appointed.
- B. Vacancy: A vacancy on the Board of Directors shall occur if a Director has three consecutive, unexcused absences from properly called and noticed meetings of the Board of Directors. Vacancies shall be filled for the remainder of a Director's term by means of the same process as election. In the event there is no election of a Director from a District as provided herein, the President shall appoint a Director or Directors.
- C. Each district may send an alternate director, in their respective official capacity, from the district in the event the seated director cannot be present. *(i.e. a different Highway Commissioner from the district shall represent the absent Highway Commissioner or a different Highway Committee member from the district shall represent the absent Highway Committee member)* The alternate shall have voting rights for the district in all association business in the absence of the seated director and must notify the Executive Director or the president in advance of the meeting.

Section 4 – Regular Meetings: Regular meetings of the Board of Directors shall be held at such time and place as the Board of Directors shall from time to time determine adequate. Notice of all meetings shall be given to all Directors.

- A. Regular Association Meetings: The Board of Directors may hold meetings preceding the regular winter and summer meetings of the Association pursuant to Article VI.
- B. Biennial Organization Meeting: An organization meeting of the Board of Directors should be held at least once every two (2) years, the even years, at a regular meeting of the Board of Directors scheduled during the month of August. The purpose of this meeting shall be to review the Bylaws, evaluate the committee structure, elect the Treasurer and conduct other business.

Section 5 – Special Meetings: Special meetings of the Board of Directors may be called by the President at any time by notice to all Directors indicating the place and subject matter of the meeting. A special meeting may also be called by written notice signed by a majority of the Board of Directors, which is mailed to each member of the Board indicating the time, place and subject matter of the meeting. The written notice signed by a majority of the Board of Directors must be given not less than seven (7) days prior to the special meeting.

Section 6 – Quorum: A majority of the Board of Directors shall constitute a quorum at each meeting of the Board of Directors.

ARTICLE XII – COMMITTEES AND DISTRICT ORGANIZATIONS

Section 1 – Committees: The Board of Directors shall appoint steering and other committees as deemed necessary or useful to the conduct of Association business. Such committees shall be created and operate in accordance with Bylaws adopted by the Board of Directors. In addition, the Board of Directors may, by resolution, appoint special committees as deemed necessary or useful to the conduct of Association business.

Section 2 – District Committees: The Association encourages district committees for purposes of professional enrichment, information sharing and enlargement of the issue orientation of commissioners and committee members. District committees shall provide advice to the Board of Directors in the development of policy and shall support only those positions consistent with Board of Directors policies. Such Committees shall be created and operate in accordance with Bylaws adopted by the Board of Directors.

Section 3 – Standing Committees: Association standing committees shall serve the Association in program areas of continuous concern to county highway departments. The following standing committees shall be created and operate in accordance with Bylaws adopted by the Board of Directors.

- A. Machinery Management
- B. Bridge
- C. Legislative
- D. Audit
- E. Conference Coordinating

- F. Utility
- G. Level of Service (LOS)
- H. Safety & Training
- I. Technical Advisory
- J. CHAPPS (County Highway Association Past Presidents)
- K. Superintendents' and Foremen's Leadership Development Group
- L. Work Zone Safety

Section 4 – Department of Transportation Committees: The Association encourages participation in Department of Transportation committees and in particular advisory committees for cooperative management of the state highway maintenance program which correspond to Association committees. Such committees shall be created and operate in accordance with Bylaws adopted by the Board of Directors.

ARTICLE XIII – AMENDMENTS OF THE CONSTITUTION

Section 1 – Proposed Amendments: Amendments may be proposed by a Member County or by the Board of Directors. Proposed amendments shall be submitted to the President 60 days prior to a regular winter or summer meeting of the Association at which such amendments are to be considered. Amendments shall be referred to the Board of Directors which shall hold an announced meeting to review, discuss and make its recommendation to the Association.

The Secretary shall publish and mail (a) an amendment notice, (b) the proposed amendments and (c) the Board's recommendation to each Individual Member in the commissioner Division at least 30 days prior to the Association meeting at which the amendments are to be considered.

Section 2 – Amendment Approvals: The Constitution may be amended at any regular winter or summer meeting of the Association upon a majority vote of the Member Counties present and voting, but no such amendment shall be voted upon unless prior notice stating the contents of the amendment and the Board's recommendation has been mailed to each Individual Member in the commissioner Division pursuant to Section 1 of this Article.

ARTICLE XIV – DISSOLUTION

The Association may be dissolved by a majority vote of the Member Counties present and voting at any regular or special meeting of the Association at which a quorum is present. Upon dissolution of the Association, any excess funds shall be distributed to the Member Counties as determined by the Board of Directors.

ARTICLE XV – EFFECTIVE DATE

This Constitution shall take effect the day following its adoption and shall act to supersede and repeal the Constitution and Bylaws of the Wisconsin County Highway Commissioner and Committee members Association in effect at that time.

This restated Constitution was adopted January 25, 2006 at the WCHA Winter Conference.

This restated Constitution was adopted at the June 13, 2007 WCHA Business Meeting, at the WCHA Summer Conference.

This restated Constitution was adopted at the June 8, 2010 WCHA Business Meeting, at the WCHA Summer Conference.

This restated Constitution was adopted at the January 18, 2012 WCHA Business Meeting, at the WCHA winter Road School.

This restated Constitution was adopted at the January 16, 2013 WCHA Business Meeting at the WCHA Winter Road School.

This restated Constitution was adopted at the June 10, 2015 WCHA Business Meeting at the WCHA Winter Road School.

This Restate Constitution was adopted at the January 16, 2019 WCHA Business meeting at the WCHA Winter Road School.



REQUEST FOR PROPOSAL

Administrative Services

Request for Proposals Notice:

Wisconsin County Highway Association

REQUEST FOR PROPOSAL

Administrative Services Contractor

The Wisconsin County Highway Association is requesting proposals for administrative services related to the scope of services outlined herein.

Deadline for submissions: 1:00 PM CDT, Friday December 3, 2021

Submit one (1) electronic copy of the proposal and cost via email to rhawk@co.wood.wi.us .

Proposals must be submitted by e-mail in Adobe.pdf format; however, Wood County Commissioner cannot assure nor guarantee delivery due to current system file size limitations and possible spam/filter blocking. Contractors will be responsible to verify delivery. Please confirm receipt with Roland Hawk, WCHA Secretary at rhawk@co.wood.wi.us or call 715-421-8875.

All Proposals submitted must be received by the deadline established in the RFP.



Wisconsin County Highway Association

Administrative Services Contractor

The Wisconsin County Highway Association is requesting proposals for administrative services. The Administrative Services Contractor will provide clerical and management support to the Wisconsin County Highway Association under the supervision of the WCHA President and direction of the WCHA Board of Directors.

POSITION SUMMARY:

Provides clerical and management support to the Wisconsin County Highway Association under the supervision of the WCHA President and direction with the WCHA Board of Directors.

SERVICES

ONE TIME PROJECT SET UP:

- Implement Microsoft Office 365 with cloud based file retention.
 - Set up shared filing procedures
 - Create emails for Executive Director, Professional Development Director and Board Members
 - Set up Teams for virtual meetings
- Implement registration software system designed to collect fees and registrations for conferences and training events.

ON-GOING FUNCTIONS (Illustrative only):

- Performs general clerical support functions such as:
 - Assembles, creates, distributes, and posts agendas to required sources including the WCHA website within specified timeframes
 - Maintains document storage and inventory of WCHA documents such as surveys, proposals, white papers, etc.
 - Prepares fact sheets, reports, resolutions/ordinances and other legislation as directed by WCHA executive committee and Executive Director
 - Attends meetings and records, prepares, and maintains minutes
 - Tracks and records status of WCHA committee actions and coordinates updates with WCHA BOD, and Executive Committee
 - Transcribing and/or creating, editing, and formatting various correspondence, forms, and reports
 - Distribute meeting notices, agendas, minutes and related meeting materials
 - Opening and distributing office mail
 - Answering and routing phone calls, using a multi-line central telephone console
 - Scanning, filing, faxing, and photocopying documents

- Responds to inquiries regarding WCHA programs and services and/or refers individuals to appropriate staff or agency via fax, email, telephone, or other method of communication
- Schedules appointments
- Performs the following fiscal duties
 - Be responsible for development and maintaining sound financial practices.
 - Perform financial related functions for event fund collections as established by the Internal Financial Control Document
 - Assists with preparation of WCHA Budget documents and reports
 - Assists with special projects, as needed
- Coordinates meeting room reservations
- Maintains records and reference materials according to Federal, State, and local regulations
- Promotes WCHA services and programs to the transportation industry
 - Updates and maintains the WCHA website, newsletter, and Social Media outlets including Facebook, Twitter, and YouTube
 - Ensures accuracy and timeliness of material posted to website; provides technical assistance to website administrators
 - Evaluates and makes recommendations for improvements or modifications to website
- Performs other duties as assigned or directed

WORK ENVIRONMENT:

- Work is performed in a home or business office environment.
- Travel to several statewide meetings and events on a regular basis
- High speed internet will be required for home office environment

The above statements are intended to describe the general nature and level of work for this position. They are not to be construed as an exhaustive list of all responsibilities. If a service outside the skill level for this position is requested, the contract may be modified to encompass that service as additional services.

CONFIDENTIALITY

In order for Administrative Associate to perform the consulting services, it may be necessary for WCHA to provide Administrative Associate with confidential information regarding the Association's business. WCHA will rely heavily upon the Administrative Associate's integrity and prudent judgement to use this information only in the best interest of WCHA.

STANDARD OF CONDUCT

In rendering consulting services under this Agreement, Administrative Associate shall conform to high professional standards of work and business ethics.

TIME AND AVAILABILITY

The following page demonstrates the anticipated duties and percentage of time this position will spend on the types of services requested. WCHA anticipates the amount of time for setup and implementation of Microsoft Office 365 to be approximately 180 hours distributed over two months. Implementing a registration and fee collection program is estimated to take 80 hours distributed over two months. The ongoing services is anticipated to take 15 – 20 hours per week.

%	Scope of Services	Notes
10	Distribute meeting notices, agenda, minutes, and related meeting materials. Opening and distributing office mail. Answer and route phone calls. Scanning and filing of documents. Refers calls	Ongoing
10	Attend meetings as designated by the WCHA Board of Directors. Completes administrative coordination of standing committees to Executive Committee and Board of Directors including but not limited to agenda, minutes and reports.	Ongoing
10	Update WCHA website	Ongoing
20	Create business cloud based server and email directory for contract and elected individuals	One time project setup
25	Develop formwork and application structure via Microsoft Office 365 for association operation	One time project setup
15	Assists Professional Development Director with training and professional development program, agendas, and topics for WCHA membership.	Ongoing
5	Implement and maintain registration software system to assist the Professional Development Director with training and professional development program fee collection and registrations.	One time project setup Ongoing
10	Provide administrative support for the Executive Committee, Board of Directors, and other WCHA committees as required.	Ongoing

INDEPENDENT CONTRACTOR

Administrative Associate is an independent contractor and not an employee. The Administrative Associate is not authorized to speak for, represent, or obligate WCHA in any manner without the prior express written authorization from the WCHA Board of Directors.

TAXES

Contractor shall be responsible for all taxes arising from compensation and other amounts paid under this Agreement, and shall be responsible for all payroll taxes and fringe benefits. Neither federal, nor state, nor local income tax, nor payroll tax of any kind, shall be withheld or paid by WCHA on behalf of the contractor.

BENEFITS

Contractor will not be eligible for employee pension, health, welfare, or other fringe benefit plan. No worker's compensation insurance shall be obtained by WCHA covering the contractor.

COMPENSATION

WCHA shall compensate the Contractor monthly. The monthly compensation shall be paid in two installments, the first of the month and the 15th of the month unless negotiated otherwise.

REIMBURSEMENT

WCHA agrees to reimburse Contractor for actual reasonable and necessary expenditures, which are directly related to the contracted services. These expenditures include, but are not limited to, expenses related to travel (i.e. airfare, hotel, meals, parking, mileage, etc.) and postal expenditures. Expenses incurred by Contractor will be reimbursed by WCHA in the following month after proper written request for reimbursement.

TERM AND TERMINATION

TERM:

The Contractor's Agreement shall remain in effect from the date of execution until terminated by either party in accordance with the Agreement.

TERMINATION:

Either party may terminate the Agreement upon 60 days' written notice to the other party. In addition, the WCHA may terminate the Agreement immediately in the event that CONTRACTOR engages in a material breach of the Agreement, negligence or misconduct.

SUBMISSION

Deadline for submissions: 1:00 PM CDT, Friday, December 3, 2021

Submit one (1) electronic copy of the proposal and costs via email to rhawk@co.wood.wi.us .

Proposals must be submitted by e-mail in Adobe.pdf format; however, Wood County Commissioner cannot assure nor guarantee delivery due to current system file size limitations and possible spam/filter blocking. Venders will be responsible to verify delivery. Please confirm receipt with Roland Hawk at rhawk@co.wood.wi.us or call 715-421-8875.

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