

**October 08, 2013**

The regular meeting of the Highway Committee was called to order by Chair Paul Schwandt at 5:30 PM on Tuesday, October 08, 2013. The requirements of the Open Meeting Law were certified as being met.

Present: Paul Schwandt Absent:  
Donald Peters  
Eugene Henke  
Margaret Whirry  
Others Present: Amy Brooks, Highway Commissioner  
Becky Pence, Administrative Assistant  
Duane Prachel, County Superintendent  
Dan Hurst, Corporation Counsel  
Ben Moderow, Alternate  
Janet Burdick, Resident Village of Marquette

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**Agenda**

***Motion/second (Peters/Henke)*** to approve the Agenda. Motion Carried

**Minutes**

***Motion/second (Peters/Henke)*** to approve the Minutes of 09/13/13 with correction to meeting date and correction to September vouchers. Motion Carried.

**Correspondence** None

**Public Comments** None

**Appearances** None

**ROSE Tribute to Veterans Signage, Village of Marquette**

Janet Burdick, Resident Village of Marquette was present to answer any questions. Discussion held that Highway would purchase the signs for reimbursement and Highway would also need to install the signs in the right of way on CTH H with labor and truck time to be reimbursed.

***Motion/second (Henke/Whirry)*** to approve installation of 4 Veterans Informational Signs in the right of way on CTH H and 4<sup>th</sup> Street in the Village of Marquette. Motion Carried.

**CTH A (From South Street to Commercial Street)**

Schwandt has received 5 complaints regarding the CTH A reconstruction. Three complaints regarding the bumpiness. One complaint inquiring as to why the blacktop is wavy and the lines mismatched at the center. Prachel stated he had the lines correct and the mismatch of lines were paver errors. Schwandt stated that if this were your driveway, that you'd have the contractor do it over to make it right and wanted to know who is responsible. If paver error, then what do we do?

Brooks explained that the binder only was laid. We are working with the State to have them pave the surface from STH 23 to South Street which will get the ripples out and be a smoother ride. Schwandt stated then it will be rectified when the final coat gets put on.

Both Moderow and Peters received calls regarding reconstruction of CTH O.

Peters would like to consider other options such as having Northeast Asphalt do the paving and we do the hauling for total reconstruction projects, or at least get competitive bids.

**Driveway Variance** None

**Road Agreements**

Brooks received a “draft” from Hurst for review.

**Use of County Property**

Green Lake High School: use of grounds for bonfire on October 2, 2013 at 8:00 pm and use of the dairy barn for floating building in case of rain on October 4, 2013 from 8:00 am – 2:00 pm.

Peters stated that P&I already approved both events for Green Lake High School.

**Monthly Vouchers**

*Motion/second (Whirry/Peters)* to approve the October vouchers in the amount of \$280,205.73. Motion Carried.

**DOT Request for Services** None

**Financial Reports**

The Financial Reports were reviewed.

**2014 Budget**

Brooks explained the Finance Committee approved to increase Highway Budget Levy \$50,000.

**Resolutions/Ordinances**

Brooks explained a couple of corrections that should be incorporated. Resolution Supporting Land Acquisitions, Design, Construction and Maintenance of a Multiple Purpose Bicycle and Pedestrian Trail between Ripon and Green Lake along the State Road 23 Corridor. “construct several box culverts” to be changed to DOT will “extend” several “culvert pipes”. The resolution is just for grant purposes per Henke and will not cost the county any money.

*Motion/second (Whirry/Henke)* to approve the Resolution with corrections as noted by Brooks. Motion Carried.

**WCHA 2013 Commissioner’s Fall Training, October 21-22, 2013, Oshkosh, WI**

*Motion/second (Whirry/Henke)* to approve Brooks attendance at the WCHA 2013 Commissioner’s Fall Training, October 21-22, 2013 in Oshkosh, WI. Motion Carried.

**Review/Revise Code Chapter 159 Highways, Article III General Standards**

Brooks explained that there are issues coming up with the code where a person has no access, and spacing is less than the 500’ whereby they need to obtain a variance. Also, the Zoning Code requires a minimum of 66’, but now it’s even less. We need to look at what the intent of the code is. Every parcel should be allowed one access point when in compliance with Chapter 159 whereby the variance could be waived if less than 500’ spacing and it’s their only access.

*Motion/second (Whirry/Henke)* for Brooks to work with Hurst to get the verbage changed. Motion Carried.

**Paint Estimates**

Committee reviewed paint estimates for:

**#18 F450 Ford Crew Cab:**

Future Works	\$1,740.00
Quality Truck Care Center	\$2,325.00
Quality Painting	\$3,500.00

**#52 2004 Int’l Tri-Axle:**

Future Works	\$6,875.00
Quality Truck Care Center	\$6,675.00

Quality Painting	\$13,550.00
<b>#334 1998 Cat Tractor/Loader:</b>	
Future Works	\$5,340.00
Quality Truck Care Center	\$4,875.00
Quality Painting	\$15,227.00

<b>#456 1995 Cat Grader:</b>	
Future Works	\$7,865.00
Quality Truck Care Center	\$6,300.00
Quality Painting	\$13,350.00

*Motion/second (Henke/Whirry)* to approve Future Works for Unit #18 and #52 for \$1,740.00 and \$6,875.00; to approve Quality Truck Care Center for Unit #334 and #456 for \$4,875.00 and \$6,300.00. Motion Carried.

**Railroad Consortium**

November 13, 2013 meeting will be held in Green Lake at the Government Center.

**Closed Session**

*Motion/Second (Whirry/Peters)* to convene in closed session per ss19.85(1)(c)(f) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; ss19.85(1)(g) conferring with legal counsel for the governing body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved; ss19385(1)(f) Medical History, disciplinary data, specific personnel problems. The closed session relates to employee evaluation(s), and medical history. Roll-Call Vote, 4 ayes, 0 nays. Motion Carried.

**Resume Open Session**

*Motion/Second (Whirry/Peters)* to reconvene to open session to take action, if appropriate, on matters discussed in closed session. Roll-Call Vote, 4 ayes, 0 nays. Motion Carried.

Employee medical illness was discussed.

*Motion/second (Whirry/Henke)* to approve 1 year evaluation of Commissioner, Amy Brooks and to forward onto employee personnel file. Motion Carried.

**Chapter 60, Highway Commissioner Term of Office**

*Motion/second (Whirry/Henke)* to recommend Amy Brooks as Highway Commissioner to County Board for a 5 year term of office per Chapter 60. Roll Call Vote, (4) ayes, (0) nays. Motion Carried.

**Department Staff Shortages**

Discussion was held regarding hiring an LTE to help out as needed due to a recent illness.

*Motion/second (Whirry/Peters)* to approve hiring a LTE employee due to an unexpected staff shortage as a result of an employee illness with recommendation to the Personnel Committee to approve hiring a LTE employee. Roll –Call Vote, (4) ayes, (0) nays. Motion Carried.

**Committee Discussion**

Brooks presented a “Use Agreement” for Cities, Towns, and Villages who borrows small items of equipment from the Highway Department.

Commissioner Brooks reported county crews were mowing and grading shoulders, patching potholes; ditching; bridge inspections; finishing reconstruction on CTH A from South Street – Commercial Avenue; finishing reconstruction on CTH A from STH 23 – Northwest Road.

Anticipated Activities include surface maintenance; shouldering; mowing; rubber crack filling on STH 49; paving CTH A from STH 23 – Northwest Road; mounting of plow equipment and placement of snow fence; winter maintenance as needed.

Crash data consisted of 10 deer, 1 other/weather, and 1 county damage claim.

**Future Agenda Items for Action and Discussion:**

- *Regular meeting date, November 12, 2013 5:30*
- *Highway Department Capital Outlay for road construction and equipment*
- *PASER Rating*

**Adjournment**

*Motion/second (Whirry/Peters)* to adjourn 7:20 PM. Motion carried.

Submitted by,

Becky Pence  
Secretary