

**August 14, 2012**

The regular meeting of the Highway Committee was called to order by Chair Paul Schwandt at 4:30 PM on Tuesday, August 14, 2012. The requirements of the Open Meeting Law were certified as being met.

Present: Paul Schwandt Absent:  
Donald Peters  
Eugene Henke  
Margaret Whirry

Others Present: Chuck Buss, Interim Highway Commissioner  
Becky Pence, Administrative Assistant  
Duane Prachel, County Superintendent  
Dan Sondalle, Corp  
Tony Daley, Berlin Newspapers  
Marge Bostelmann, County Clerk  
John Haese, Omni Assocites  
Richard Satterlee, Ayres Associates  
Charlie Marks, Green Lake Sanitary District  
George Peachy, Resident Town of Manchester

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**Agenda**

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

**Minutes**

*Motion/second (Peters/Henke)* to approve the meeting Minutes of July 10, 2012 with correction to Adam Trotz, resident Town of Manchester. Motion Carried.

**Correspondence**

A letter from Darlene Rhone regarding CTHs A and S road safety; information regarding 2011 equipment hours and revenue generated; and a letter from Baron County regarding Nace Membership.

Discussion held regarding road safety on CTH A and CTH S. Whirry suggested to review during the upcoming road review.

**Public Comments** None

**Appearances**

John Haese, Omni Associates introduced himself and requested Omni Associates be considered for any civil engineering projects.

Richard Satterlee, Ayres Associates requested consideration for interviewing engineering firms for the design on the upcoming CTH D project.

**Monthly Vouchers**

*Motion/second (Whirry/Peters)* to approve the vouchers in the amount of \$126,111.65. Motion Carried.

**Commissioner's Report**

Buss reported crews were working on CTH A reconstruction project; shouldering on CTH E; rubber crack sealing for the Town of Mackford, moving equipment and materials to make room for the fair; mowing;

patching potholes; and replaced two failed culverts –on CTH D and CTH A. Anticipated activities consists of paving and shouldering CTHs A, I, B and V; mowing; surface maintenance as needed; and drainage issues on STH 23.

Crash data consisted of 22 deer, 5 other/weather, and 10 county damage claims.

#### **Committee Meeting Date/Time**

Discussion held regarding the agenda items being altered to accommodate the corp counsel attendance. No other action taken at this time.

#### **Cellular Phone Update**

Buss requested two smart phones for himself and Prachel for an extra charge of \$25.00/phone in order to receive emails and have access to their calendars. The state pays 80% of the cost through the Routine Maintenance Agreement.

*Motion/second (Whirry/Henke)* to approve the purchase of two smart phones contingent on P&I Committee approval. (2) ayes (1) nay (Peters). Motion Carried.

#### **AF Gelhar, CTHs A and 3 Road Construction Agreement**

Sondalle explained the meeting between Highway, and Attorney Sorenson regarding AF Gelhar on August 6, 2012. Sondalle requested committee approval on the agreement between Green Lake County Highway Department and AF Gelhar Co., Inc. regarding the past due invoices being paid by AF Gelhar within 10 days and that both parties agree to negotiate an agreement outlining future work and repairs that are attributable to damage from hauling of products and equipment.

Peters suggested a more detailed agreement be negotiated addressing the 60/40 split when final details are worked out because CTH A and wear and tear on the new bridge will be an issue.

*Motion/second (Peters/Whirry)* to approve Schwandt and Buss to sign the agreement regarding payment of invoices past due and negotiating an agreement outlining future work and repairs. Motion Carried.

#### **DOT Request for Services** None

#### **Driveway Variance, CTH X, Amy Sumner**

Prachel explained the driveway variance requested by Amy Sumner on CTH X in the Town of Manchester. Sight distance is good and the variance fee has been received.

*Motion/second (Peters/Whirry)* to approve the driveway variance on CTH X in the Town of Manchester for Amy Sumner. Motion Carried.

#### **Equipment Paint Estimates**

Two estimates each for unit 336 and 048 were received as follows:

Unit 336 - Futureworks, Inc	\$4,945.00	Unit 048 - Futureworks, Inc	\$4,820.00
Unit 336 - Ripon Truck Repair	\$5,271.00	Unit 048 - Ripon Truck Repair	\$5,773.45

Discussion held. Peters suggested rebidding the estimates to include a third estimate from Spies in Fond du Lac, and to rebid without the decals.

*Motion/second (Peters/Whirry)* to rebid without decals and obtain a third estimate from Spies. Buss to approve the lowest bid and to forward to P&I for approval. Motion Carried.

#### **Right of Way, Ditch Farming Issue**

Charlie Marks, Green Lake Sanitary District explained there will be a presentation at the County Board Meeting on August 21, 2012 for a 10 year lake management plan.

#### **Traffic Counts CTHs**

Traffic counts were taken on various county roads and will be available during the road review on August 27, 2012 at 4:00.

### Use of County Property

Overflow parking 9/2/12 from 6:00 am-1:00 pm for the Green Lake Half Marathon – Ellen Koeppen  
*Motion/second (Whirry/Henke)* to approve the overflow parking on September 2, 2012 from 6:00 am – 1:00 pm for the Green Lake Half Marathon. Motion Carried.

### WCHSFA Conference, September 19-21, 2012 Wausau

Buss requested permission for Prachel and himself to attend the WCHSFA Conference on September 19 through 21<sup>st</sup>, 2012 in Wausau. The state pays for two people to attend through the Routine Maintenance Agreement.

*Motion/second (Whirry/Henke)* to approve Buss and Prachel to attend the WCHSFA Conference on September 19 through 21<sup>st</sup>, 2012 in Wausau. Motion Carried.

### 2013 Budget None

### Green Lake and Marquette County Highway Departments Cooperative Effort and Discussion relating to alternative Highway Commissioner Position and Highway Department Restructuring

An Information/Discussions/Recap outlining the Green Lake/Marquette Counties Highway Cooperative Effort was included in the committee packets. The options were:

A motion needs to be made as to whether or not to share one commissioner.

- If yes, send a resolution for Joint Commission to County Board
- If no, hire a commissioner by reviewing the current applications and determination of interviewing, or re-advertising for the position
- Restructuring Highway Management to 1 Commissioner, 1 Superintendent, 1 Lead Person

Peters stated that he represents the County of Green Lake and feels that all Green Lake County Supervisors should be given the information packet to view and provide input. Henke agreed that all Green Lake County Supervisors should have their input.

*Motion (Peters)* to forward the information outlining the Green Lake/Marquette Counties Highway Cooperative Effort on to all Green Lake County Supervisors for discussion at the September County Board Meeting, and to invite Randy Anderson of Clark/Jackson Counties, Marquette County Highway Committee and Brenden Rhinehart. Motion died for lack of second.

Discussion held on the process of hiring a commissioner. Whirry stated if we review current applications and interview, then Buss would not have a chance to submit an application, and there's the possibility of a position being eliminated. Henke would like to restructure the management instead of reviewing applications and hiring. Bostelmann explained the hiring process, saying that a motion was made at Personnel to fill the vacant position with no changes to the job description. At that time Buss did not post for the position, so the position was advertised. None of the applications received were denied, so the committee needs to look at the applications and determine whether or not interviewing would be sufficient. If not, the committee can decide to re-advertise. Buss can then apply for the position at that time.

*Motion/second (Peters/Whirry)* to review the current applications and determine if the Committee should move forward with interviews, or if the position to be re-advertised. The applications will be reviewed after the road review on August 27, 2012. Motion Carried.

*Motion/second (Peters/Whirry)* for Schwandt to contact Marquette County. Motion Carried.

### Financial Reports-Accounts Receivable, Expenditures, and Revenues

The Committee reviewed the Financial Reports for Highway.

### Railroad Consortium None

**Closed Session**

***Motion/Second (Whirry/Peters)*** to convene in closed session per ss19.85(1)(c) 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. The closed session relates to employee evaluation(s). Roll-Call Vote, 4 ayes, 0 nays. Motion Carried.

**Resume Open Session**

***Motion/Second (Peters/Whirry)*** to resume open session. Roll-Call Vote, 4 ayes, 0 nays. Motion Carried.

**Discussion and Possible Action on Matters Discussed In Closed Session Relating to employee evaluations, and Interim Commissioner**

***Motion/second (Whirry/Peters)*** to approve the evaluation for Rick Rasmussen, laborer and to forward to his personnel file. Motion Carried.

**Committee Discussion**

Buss explained that Nick Scholtes of Corre Engineering would like to be considered for future engineering projects. Joe Benbeneck of DOT completed functional classifications (road ratings) between Princeton & Berlin. Copies were given to committee members for review as this will be on next months agenda.

**Future agenda items for action and discussion:**

- **Road Review, August 27, 2012 at 4:00 pm**
- **Committee Meeting September 11, 2012**
- **Road Ratings**

**Field Road Review** None

**Adjournment**

***Motion/second (Peters/Whirry)*** to adjourn at 6:20 PM. Motion carried.

Submitted by,

Becky Pence  
Secretary