

December 14, 2009

The regular meeting of the Highway Committee was called to order by Chair, Orrin Helmer at 9:00 AM on Monday, December 14, 2009 at Highway Shop I, Green Lake County, Green Lake, WI. The requirements of the Open Meeting Law were certified as being met.

Present: Orrin Helmer
Alma Hedberg (Excused 10:00 AM)
Eugene Henke
Bob Krause

Absent:

Others Present: Robert Podgorski, Highway Commissioner
Becky Pence, Administrative Assistant
John Selsing, Corporation Counsel
Jason Kauffeld, UWEX Resource Coordinator
Russ Habeck, WI DOT-NC Region

Agenda

Motion/second (Krause/Henke) to approve the Agenda. Motion carried.

Minutes

Motion/second (Hedberg/Krause) to approve the meeting Minutes of November 9, 2009. Motion Carried.

Parks Business:

Correspondence

Memo from Sheriff's Department regarding theft of swim buoys from Spring Lake Park; memo from Marge Bostelmann requesting a Geocache Placement on the Mascoutin Trail which has been approved by the P&I Committee; Memo from Laurie Renaud listing the Mascoutin Trail donations which amounted to \$1,000.00.

Public Comment None

Appearances None

Monthly Vouchers

Vouchers were presented in the amount of \$2,292.32.

Motion/second (Krause/Henke) to approve the vouchers in the amount of \$2,292.32. Motion Carried.

Dodge Park None

Lake Maria Park None

Spring Lake-Kingston

The theft report is on file for the stolen buoys.

Spring Valley None

Sunset Park None

Twin Lakes None

Zobel Park None

Mandatory Boat Launch Fees None

Mascoutin Recreational Trail

Robert Podgorski stated the graveling by CTH F and Quarry Road has been completed. John Selsing commented that Jerry Reetz was in and signed the deeds, and that everything is moving along regarding the trail re-route.

Parks and Recreational Plan

Resolution 46-2009 regarding the Five Year Parks and Recreation Plan was in the Committee packets. *Motion/second (Krause/Hedberg)* to send Resolution No. 46-2009 to the County Board December 15, 2009.

Expenditure/Revenue Summary Reports

The Committee reviewed the Expenditure/Revenue Summary Report. It was noted the boat launch fees collected for November amounted to \$19.00. The year to date amount is \$5,712.64.

2010 Budget None

Committee Discussion None

Highway Business:

Correspondence

Statement from Auction Associates Inc., regarding sale of Truck 55, and miscellaneous parts; TDA Newsletter; WCHA Informer; Letter from Attorney Spoehr, Smits & Blazel, LLC regarding Order to Discontinue a Portion of Springbrook Road in the Town of Berlin; Thank-you note from Green Lake High School Student Council for use of bonfire area.

Public Comments None

Appearances None

Vouchers

Vouchers were presented for \$64,726.05.

Motion/second (Hedberg/Henke) to approve the vouchers in the amount of \$64,726.05. Motion Carried.

Budget Adjustments

The budget adjustments presented were reviewed.

Motion/second (Henke/Hedberg) to approve the budget adjustments as presented, and to send to the December Finance Meeting for approval. Motion carried.

Commissioner's Report

Robert Podgorski reported the crews crack sealed STH 44; State and County Snow Fencing; Patched State and County Roads; Assisted in opening CTH A Bridge; and removed remaining piers.

DOT Request for Services

Russ Habeck, WI DOT, NC Region presented the 2010 Routine Maintenance Agreement for Committee Members to sign, and explained what the State is cutting back on, and stated there will no longer be a contingency reserve.

Motion/second (Henke/Krause) to approve and sign the State 2010 Routine Maintenance Agreement. Motion carried.

Equipment Analysis

The Committee reviewed the Equipment Analysis Report.

Expenditure / Revenue Summary Report

The Committee reviewed the Expenditure & Revenue Summary Report.

On-Call Engineering – Ayres Associates

Discussion was held regarding the On-Call Engineering letter received from Ayres Associates last month.

Motion/second (Henke/Hedberg) for Robert Podgorski and Keith Nikolay of Ayres Associates to sign the On-Call Engineering Agreement. Motion carried.

Railroad Consortium

Eugene Henke stated that Columbia County will host the January 20, 2010 meeting.

Uncollectible Accounts Receivable

It was explained the past account balance remaining due and payable totaling \$2,668.47 for Fox River Industries has been outstanding since 2005, and it is being requested that this be written off. Orrin Helmer suggested an attempt to collect should be done first.

Motion/second (Krause/Henke) to write-off the \$2,668.47 as uncollectible if it doesn't appear feasible to collect. Motion Carried.

Closed Session

Motion/second (Krause/Henke) to move into Closed Session per ss19.85(1)c: Personnel Matters, Employee Evaluations. Roll-Call Vote, 3 ayes, 0 nays, 1 absent. Motion Carried.

Resume Open Session

Motion/second (Krause/Henke) to move into open session. Roll-Call Vote, 3 ayes, 0 nays, 1 Absent. Motion Carried.

Announce Findings of Closed Session

Motion/second (Henke/Krause) to accept and approve the evaluations of State Superintendent, Chuck Buss; General Laborer, Doug Nighbor; and State Patrolman, Steve Arndt, and to send to personnel file. Motion Carried.

Crash Data and Locations

Committee reviewed 14 deer related, 0 weather related, and 5 other related accidents.

Part-Time Secretary I Position

Joan Kush was introduced to the Committee Members as the candidate selected for the Part-Time Secretary I Position contingent upon the Committee Interview and acceptance.

Motion/second (Krause/Henke) to offer Joan Kush the Part-Time Secretary I Position starting January 4, 2010 contingent upon pre-employment testing. Motion carried.

Field Road Review None

Committee Discussion None

Future agenda items for action:

- **Regular meeting date:** January 11, 2010 at 9:00 AM
- **Winter lease snow equipment**

Adjournment

Motion/second (Krause/Henke) to adjourn at 11:15 PM. Motion carried.

Submitted by,

Becky Pence
Administrative Assistant