

June 26, 2015 Highway Committee Meeting

Chairman Flease called the meeting of the Waupaca County Highway Committee to order at 8 a.m. in the Waupaca County Park & Rec office. Open meeting statement was noted.

Members present – Chairman Flease, Supervisors Jonely, Aasen, Much, and McClone.

Also present Diane Meulemans, Corporation Council; Ryan Brown, Planning & Zoning Director; Supervisor Pat Craig; Jill Lodewegen, Highway Office Specialist; and Dean Steingraber, Highway Commissioner.

MOTION Jonely/McClone to approve the minutes of the June 12, 2015 regular Committee Meeting. Carried without a negative vote.

MOTION Much/Jonely to approve the June 26, 2015 meeting agenda of the Highway Committee with moving item number 15 to the start of the meeting and the addition of Thiel's Pit with Planning and Zoning Director Ryan Brown. Carried without a negative vote.

Public comment was made by Supervisor Craig asking if paving of the STH 54 bridge approach over the Embarrass River was in Waupaca County or Outagamie County because signage in her opinion was not adequate. Mr. Steingraber noted that he was called regarding the issue and it was a section of Outagamie County and that contact was made with them and additional signage was placed.

The Committee members reviewed one bill batch dated 6/18/15. **MOTION Jonely/Much to approve the bill batch as presented. Carried without a negative vote.**

Mr. Steingraber and Ms. Meulemans reviewed with the committee a draft of a Memorandum of Understanding with the City of Waupaca regarding the cooperative effort by the parties to annex a portion of County owned land to the City of Waupaca and the transfer of Waupaca County allocation of STP Urban funding to the City of Waupaca.

MOTION McClone/Jonely to forward Memorandum of Understanding with the City of Waupaca to the Executive Committee for review and submission to the Finance/Human Resources Committee and then to the County Board. Carried without a negative vote.

Mr. Steingraber and Mr. Brown discussed with the committee concerns that residents of the Town of Little Wolf had regarding an increase in truck traffic in and out of Thiel's Pit, which is currently operated by Waupaca County. They also discussed determination of boundaries regarding operations use.

Mr. Steingraber stated that although an agreement for the relocation of Utilities on CTH E had been met with AT&T, those utilities are still not relocated with no schedule in place to proceed. Mr. Steingraber asked permission to retain attorney Rich Carlson of Sifton Seifert Carlson to resolve this matter. **MOTION Much/Aasen to retain attorney Rich Carlson of Sifton Seifert Carlson to resolve AT&T Utilities relocation on CTH E. Carried without a negative vote.**

Mr. Steingraber recommended that the committee approve the 2016 technology budget request for submission to Information Systems for \$6,000 which includes an additional laptop, a bar coding system, and a scanner. **MOTION Much/Jonely to approve the 2016 technology budget of \$6,000 for submission to Information Systems. Carried without a negative vote.**

Mr. Steingraber recommended that the committee approve advertising for a new fuel system at the Larrabee Highway Shop. **MOTION Jonely/Much to approve advertising for a new fuel system at the Larrabee Highway Shop. Carried without a negative vote.**

Mr. Steingraber discussed the Revenue Generation Team wheel tax information that would be presented today at the Executive/Finance Committee meeting. Mr. Fleese recommended that the committee make a recommendation to support the wheel tax proposal with the option of \$25 per vehicle. **MOTION McClone/Jonely to recommend to the Executive/Finance Committee a wheel tax of \$25 per vehicle. Carried without a negative vote.**

Mr. Steingraber recommended that the committee sign a Discretionary Maintenance Agreement for Bridge Maintenance for \$30,000 with the Wisconsin Department of Transportation. **MOTION Much/Jonely to sign a Discretionary Maintenance Agreement for Bridge Maintenance for \$30,000 with the Wisconsin Department of Transportation. Carried without a negative vote.**

Mr. Steingraber recommended that the committee approve advertising for an Equipment & Facilities Superintendent. **MOTION Jonely/McClone to approve advertising for an Equipment & Facilities Superintendent. Carried without a negative vote.**

Mr. Steingraber recommended that the Highway Table of Organization be reorganized to continue to have five field foreman and one shop foreman. **MOTION Aasen/Much to reorganize the Highway Table of Organization to continue to have five field foreman and one shop foreman. Carried without a negative vote.**

Mr. Steingraber asked the committee to accept the resignation of Dan Erickson effective July 23, 2015. **MOTION Jonely/McClone to accept the resignation of Dan Erickson effective July 23, 2015. Carried without a negative vote.**

Mr. Steingraber recommend that the Field Operations Manager, Equipment & Facilities Superintendent and Bridge Foreman receive one additional step for taking on added responsibilities while the department was restructured and was understaffed due to retirements of key personnel. **MOTION Jonely/Much to recommend to the Human Resource committee that the Field Operations Manger, Equipment & Facilities Superintendent and Bridge Foreman receive one additional step for taking on added responsibilities while the department was restructured and was understaffed due to retirements of key personnel. Carried without a negative vote.**

Mr. Steingraber recommended that the committee replace the six (6) navigational lights on the CTH X over the Wolf River (Northport) bridge due to deterioration in the amount of \$5,970. **MOTION McClone/Jonely to replace the six (6) navigational lights on the CTH X over the Wolf River (Northport) bridge due to deterioration in the amount of \$5,970. Carried without a negative vote.**

Mr. Steingraber recommended that the committee approve the signing of a contract with US Cellular for cell phone service for the Highway Department. This contract will reduce the monthly bill by approximately \$100 but have a onetime equipment charge of \$1,202.29. **MOTION Much/Aasen to approve the signing of a contract with US Cellular for cell phone service for the Highway Department. Carried without a negative vote.**

Mr. Steingraber recommended that the committee accept the bid of Brooks Tractor for Motor Grader Cutting Edges and Nordik Blades for Carbide Insert Blades. **MOTION Much/McClone to accept the bid of Brooks Tractor for Motor Grader Cutting Edges and Nordik Blades for Carbide Insert Blades. Carried without a negative vote.**

Mr. Steingraber recommended that the committee approve the purchase of the ½ Ton Pick-Up Truck that the Equipment & Facilities Superintendent recommends after reviewing bids. **MOTION Jonely/Much to approve the purchase of the ½ Ton Pick-Up Truck that the Equipment & Facilities Superintendent recommends after reviewing bids. Carried without a negative vote.**

Mr. Steingraber distributed and the Commissioner's Report which included:

- Calendar dates that involve the Committee
- Department projects
- Financial Reports

MOTION Jonely/Aasen to adjourn at 9:55 a.m. Carried without a negative vote.

Respectfully submitted,

Jill Lodewegen
Highway Office Specialist