

**WAUPACA COUNTY HIGHWAY COMMITTEE
MINUTES – JULY 21, 2016**

Chairman Flease called the meeting to order at 8:00 a.m. and gave the open meeting statement.

Roll Call: Chairman Flease, Supervisors Jonely, McClone, Much and Rohan.

Also present – Diane Meulemans, Corporation Counsel; Mark Korth, Equipment and Facility Superintendent; Lance Penney, Field Operations Manager/Deputy Highway Commissioner; Casey Beyersdorf, Commissioner; Jill Lodewegen, Highway Office Specialist; and Norman Barrientos, Barrientos Design.

Audience – 8 members of the public

Review and Approve Agenda. Motion: Supervisor McClone moved and Supervisor Much seconded the motion to approve the agenda. The motion carried without a negative vote.

Minutes of the previous meeting – July 7 regular meeting. Motion: Supervisor Jonely moved and Supervisor Much seconded the motion to approve the minutes of the previous meetings. The motion carried without a negative vote.

Public Input – Dale Kluth, Earl Behnke and Gerald Schroder all from Clintonville spoke regarding the proposed width of pavement on CTH I from USH 45 to the east.

Review and Approve payment voucher. Motion: Supervisor Jonely moved and Supervisor Much seconded the motion to approve the bill batch dated July 14, 2016. Motion was carried without a negative vote.

A discussion took place regarding the 2017 Design, Right-of-Way and Construction projects, Technology request and Equipment/Capital purchases. It was determined that the committee would review and return at the August 4, 2016 meeting to discuss and approve.

A discussion took place regarding the options for the CTH I (USH 45 to Shawano County Line) project. Several options were reviewed and discussed. The committee will review and return at the August 4, 2016 meeting to make final decision on all the 2017 Design, Right-of-Way and Construction projects.

A discussion took place regarding updates on the projects currently being worked on (CTH C estimated to complete week of July 25, CTH I estimated to be completed in approximately two weeks, and CTH W reconstruction) in addition to town projects and general maintenance such as mowing.

The committee reviewed the three bids for the CTH E stone/mortar structure replacement near the Shawano County line. **Motion:** Supervisor McClone and Supervisor Much seconded the motion to accept the bid of Contect for a 19' 1" X 4' 2" Aluminum Box Culver 9' Wings for \$36,600. Motion was carried without a negative vote.

A discussion took place regarding the two open positions the department currently has. One is for an Equipment Operator II, which is posted internally and one for an Equipment Operator III, which is posted both externally and internally.

A discussion took place regarding the new Waupaca County Highway Department facility update. Norman Barrientos gave an informational briefing on the process of sending out a Request for Proposal (RFP) for a

preliminary plan/schematic which would take about 6 months. Ms. Meulemans noted that she and Mr. Beyersdorf would be setting a time to create the RFP. Once completed, they would have an agenda item to select whom to send the RFP to.

Mr. Beyersdorf reviewed the Commissioner's Report and gave the committee an update on additional department projects as well as noting calendar dates that the committee may want to be involved with and financial reports. He also noted a change with the employees attending Leadership Waupaca County. Jill Lodewegen had to decline because several of the meeting dates conflicted with this committee meeting. Mr. Chris Hazen will be replacing Ms. Lodewegen.

Motion: Supervisor Jonely moved and Supervisor McClone seconded to adjourn at 10:00 a.m. The motioned carried without a negative vote.

Jill Lodewegen, Highway Office Specialist

These minutes will be posted to the website prior to approval from the committee and are considered to be in draft form until approved at the next scheduled meeting.