

**WAUPACA COUNTY HIGHWAY COMMITTEE  
MINUTES – AUGUST 18, 2016**

Chairman Flease called the meeting to order at 9:00 a.m. and gave the open meeting statement.

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

**Also present** –Diane Meulemans, Corporation Counsel; Lance Penney, Field Operations Manager/Deputy Highway Commissioner; Casey Beyersdorf, Highway Commissioner; and Jill Lodewegen, Highway Office Specialist.

**Audience** – None present

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

**Minutes of the previous meeting – August 4 regular meeting. Motion:** Supervisor Much moved and Supervisor Rohan seconded the motion to approve the minutes of the previous meeting. The motion carried without a negative vote.

**Public Input** – None

**Review and Approve payment voucher. Motion:** Supervisor Jonely moved and Supervisor Much seconded the motion to approve the bill batch dated August 11, 2016. Motion was carried without a negative vote.

Ms. Meulemans gave the committee an update on the Waupaca County Board of Adjustment Order determining the Highway Department was not required to seek a Conditional Use Permit stating the timeline for the Town of Little Wolf to seek circuit court ruling has not expired. Ms. Meulemans also provided information on the civil case filed by American Asphalt and David and Sally Thiel against the Town of Little Wolf. In this case, Judge Clussman entered her ruling on the request for a temporary injunction of enforcement of the Town of Little Wolf's 6 ton weight limit on N. Baldwin Road. Judge Clussman granted the temporary injunction and the Town of Little Wolf is temporarily blocked from enforcing the 6 ton limit on N. Baldwin Road. Waupaca County is not a party to the injunction litigation.

Mr. Beyersdorf discussed the CTH E (Berlin Street) request for proposal for a market study. **Motion:** Supervisor McClone moved and Supervisor Much seconded the motion to accept the proposal of Steigerwaldt Land Services for \$3,500 for a market study for the CTH E (Berlin Street) project, and if needed \$2,800 for both nominal and over \$10,000 appraisal if required. Motion was carried without a negative vote.

Mr. Beyersdorf presented information from the Wisconsin Counties Association (WCA) and Wisconsin County Highway Association (WCHA) regarding a Statewide Town Hall on Transportation Funding that they would like all 72 counties to participate in on September 29, 2016. The meeting attendees will include county, city, village and town officials as well as members of the public. The Highway Department will coordinate a meeting place for the event. More information and agenda will follow from the WCA and WCHA.

Mr. Beyersdorf noted that the Town of Lind had reviewed the information the Highway Department provided them regarding being short on their service agreement in 2015 and that in 2016, current projects would end with them

having a shortfall again. He stated that since that information was reviewed by the Town of Lind board, they awarded the Highway Department with a project that would make up the 2015 shortfall and put them above the 2016 agreement amount.

Ms. Lodewegen discussed with the committee the newly formed county wide risk control/safety meeting which met for the first time in June. The meeting is coordinated by Jackie Hoffman from the Human Resource department and ran by Brian Margan from Willis Towers Watson. Currently the representatives from the county departments are reviewing the training matrix that Mr. Margan has used in the past with other counties. The meeting is held monthly for one hour.

Mr. Beyersdorf noted that staffing and handouts had been set for the fair and that he would give an update at the next meeting.

Mr. Beyersdorf noted that he and Ms. Meulemans were in the process of working on the Request for Proposal (RFP) for the architectural consultants for the New Highway Facility. Once that had been drafted, they would ask the committee who the RFP should be sent to.

Mr. Beyersdorf and Mr. Penney 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.

**Motion:** Supervisor Much moved and Supervisor Rohan seconded to adjourn at 10:55 a.m. The motioned carried without a negative vote.

Jill Lodewegen, Highway Office Specialist