

**WAUPACA COUNTY HIGHWAY COMMITTEE
MINUTES – February 23, 2017**

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

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

Also present –Casey Beyersdorf, Highway Commissioner, Kris Carlin, Accountant/Office Manager, Mark Korth, Equipment and Facility Superintendent, Diane Meulemans, Corporation Counsel and Erin Helgeson, Highway Office Specialist.

Audience – 1 member

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

Minutes of the previous meeting – February 9, 2017 regular meeting. Motion: Supervisor Rohan moved and Supervisor Jonely seconded the motion to approve the minutes of the previous meeting. Motion carried without a negative vote.

Public Comment – Mary Kowaleski of Manawa expressed her concerns regarding the Thiel Pit.

Review and Approve payment vouchers. Motion: Supervisor Jonely moved and Supervisor Rohan seconded the motion to approve the bill batch dated February 9, 2017. Motion carried without a negative vote.

Mrs. Carlin reviewed the 2017 cost incident to labor (58.78%) and small tools rate (.70%) with the committee and requested approval of the 2017 cost incident to labor and small tools rate. **Motion:** Supervisor Jonely moved and Supervisor Rohan seconded the motion to approve the 2017 cost incident to labor and small tools rate as presented. Motion carried without a negative vote.

Mr. Beyersdorf requested approval for OMNNI Associates, Inc. to provide Engineering Design Services for CTH I (USH 45 – Kluth Road). **Motion:** Supervisor Rohan moved and Supervisor Jonely seconded the motion to approve the contract from OMNNI Associates, Inc. for CTH I (USH 45 – Kluth Road). Motion carried without a negative vote.

Mr. Beyersdorf discussed the CTH E Bridge with the committee. He stated the estimated project cost increased 17%. Waupaca County applied for additional federal funds and was awarded the requested 72% of additional funds.

Mr. Beyersdorf requested approval to hire River Valley Testing Corporation to provide Geotechnical services for the CTH E Structure. **Motion:** Supervisor Jonely moved and Supervisor Rohan seconded the motion to hire River

Valley Testing Corporation to provide Geotechnical services for the CTH E Structure. Motion carried without a negative vote.

Mr. Korth requested permission to advertise for Miscellaneous Road Construction Materials and One (1) Crew Cab Pickup Truck. **Motion:** Supervisor Rohan moved and Supervisor Jonely seconded the motion to advertise for Miscellaneous Road Construction Materials and One (1) Crew Cab Pickup Truck. Motion carried without a negative vote.

Mrs. Meulemans updated the committee on Thiel Pit. She stated Waupaca County has an agreement to lease the Thiel Pit on a monthly basis.

Mr. Beyersdorf updated the committee on the New Highway Facility. He stated he will be meeting with Michael from Bray Architects on Wednesday, March 1, 2017.

Mr. Beyersdorf updated the committee on the Engineering Equipment. He stated AutoDesk AutoCAD Civil 3D 2017 has been acquired and GPS survey equipment has been ordered.

Mr. Beyersdorf requested approval to hire McMahon Associates, Inc. to provide monitoring of the Waupaca County CTH T Wetland Compensation Site Plan. **Motion:** Supervisor Rohan moved and Supervisor Jonely seconded the motion to hire McMahon Associates, Inc. to provide monitoring of the Waupaca County CTH T Wetland Compensation Site Plan. Motion carried without a negative vote.

Mr. Beyersdorf gave an update to the committee on Personnel. He stated interviews for the Equipment Operator III position will take place on Monday, February 27, 2017 at 10:00a.m.

Mr. Beyersdorf reviewed the Commissioner's Report and gave the committee an update on Project Activities, financial reports, and important dates before the next committee meeting.

Motion: Supervisor Rohan moved and Supervisor Jonely seconded to adjourn at 10:27a.m. Motion carried without a negative vote.

Respectfully submitted,

Erin Helgeson, 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.