

**WAUPACA COUNTY HIGHWAY COMMITTEE
MINUTES – March 9, 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, McClone, Much and Rohan.

Also present –Casey Beyersdorf, Highway Commissioner, Kris Carlin, Accountant/Office Manager, Kyle Fischer, Engineering Specialist, Diane Meulemans, Corporation Counsel and Erin Helgeson, Highway Office Specialist.

Audience – 0 members

Review and Approve Agenda. Moved Agenda items number 7 - Title searches for CTH J and CTH I PE projects to number 1 and number 10 - Engineering Equipment Update to item number 2. **Motion:** Supervisor Jonely moved and Supervisor Much seconded the motion to approve the amended agenda. The motion carried without a negative vote.

Minutes of the previous meeting – February 23, 2017 regular meeting. **Motion:** Supervisor Rohan moved and Supervisor Much seconded the motion to approve the minutes of the previous meeting. Motion carried without a negative vote.

Public Comment – None

Mr. Fischer is working with Evans Title for CTH J and CTH I PE projects. The project research will be completed soon.

Mr. Fischer gave the committee an explanation and demonstration on the new Engineering Equipment.

Review and Approve payment vouchers. **Motion:** Supervisor Jonely moved and Supervisor Much seconded the motion to approve the bill batch dated February 23, 2017. Motion carried without a negative vote.

Mr. Beyersdorf discussed the Artesian wells on CTH X and CTH W. The well on CTH X is a private well. There was discussion of a placard next to the CTH W well, Corporation Counsel will review for proper posting.

Mrs. Carlin reviewed the drafted 2016 Financial Schedules to date with the committee.

Mr. Beyersdorf requested permission to bid the purchase of hot mix asphalt. **Motion:** Supervisor Rohan moved and Supervisor McClone seconded the motion to approve the request to bid the purchase of hot mix asphalt. Motion carried without a negative vote.

Mr. Beyersdorf requested permission to bid asphalt mixture materials and surface treatments. **Motion:** Supervisor Jonely moved and Supervisor Much seconded the motion to approve the request to bid asphalt mixture materials and surface treatments. Motion carried without a negative vote.

Mr. Beyersdorf discussed the continuation of the employee apparel purchase program.

Corporation Counsel Meulemans gave an update to the committee on Thiel Pit. There has been no progress towards transfer of the reclamation permit to American Asphalt despite County efforts. There is a scheduling conference on March 17, 2017 for the Town of Little Wolf v. Waupaca County appeal of the Board of Adjustment decision on the Thiel Pit.

Mr. Beyersdorf updated the committee on the New Highway Facility. He stated he will be visiting Jefferson County Highway Department on Monday, March 13, 2017 for a space-needs study.

Mr. Beyersdorf gave an update to the committee on personnel. He stated applications for the Equipment Operator II position are done tomorrow, March 10, 2017. LTE's (Summer Help) and Highway Office Specialist are currently posted for applicants.

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 Much moved and Supervisor McClone seconded to adjourn at 10:59 a.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.