

**WAUPACA COUNTY HIGHWAY COMMITTEE
MINUTES – October 5, 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, Sue Popham, Highway Office Specialist, Diane Meulemans, Corporation Counsel and Heidi Dombrowski, Finance Director

Audience – Mark Schuster and James O'Brien

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

Minutes of the previous meeting – September 21, 2017 regular meeting. Motion: Supervisor McClone moved and Supervisor Rohan seconded the motion to approve the minutes of the previous meeting. Motion carried without a negative vote.

Public Comment – Mark Schuster from Robert E. Lee stopped in to thank the Highway Department for their business.

Review and Approve payment vouchers. Motion: Supervisor Jonely moved and Supervisor McClone seconded the motion to approve the bill batch dated 9-21-17. Motion carried without a negative vote.

Review and Approval of O'Brien Natural Area signage – Jim O'Brien. Jim O'Brien brought in a draft of what the sign will look like that he and his family would like to put up on the O'Brien Natural Area site. They would also like a gravel parking area where the sign would be placed and a name change to O'Brien Heritage Park has been decided by the O'Brien family. **Motion:** Supervisor McClone moved and Supervisor Jonely seconded the motion to approve moving forward with the purchase of a sign and location for that sign. Motion carried without a negative vote.

Review and Approval of 50/50 Bridge Aids for Town of Caledonia. Discussion was had regarding the balance in the bridge aid fund and that we had given the municipalities until November 1st of this year to let us know if they would be following through with requesting their funds or if their projects were not happening. After reviewing this information we would better be able to know if we can allocate any funds to any municipalities for bridge aid. This request will be looked at again after November 1st.

Review and Approval of 50/50 Bridge Aids for Town of Matteson. Discussion was had regarding the balance in the bridge aid fund and that we had given the municipalities until November 1st of this year to let us know if they would be following through with getting their funds or if their projects were not happening. After reviewing this information we would better be able to know if we can allocate any funds to any municipalities for bridge aid. This request will be looked at again after November 1st.

Review and Approval of new Use of County Property. A draft of the Use of County Property that was drawn up by Diane Meulemans, Corporation Counsel, was discussed. Any equipment use requests made by Waupaca County Highway employees will be only for the use for non-profit organizations at the request of the organization.

CTH D – Division Street project update. Mr. Beyersdorf said that he, our Engineering Specialist, Kyle Fischer and our Asst. Field Operations Manager, Greg Flohr along with OMNNI representatives met with the City of New London representatives on September 27th and the City of New London would like to move forward with the project and hire Waupaca County Highway Department to do specific work described in the agenda during the discussion.

Schedule Fall road tour. Mr. Beyersdorf discussed having a fall road tour so he could show the committee all of the projects that were worked on this summer. This will take place at the next meeting scheduled for October 19th starting at 7:30 a.m.

O'Brien Natural Area updates. Mr. Beyersdorf stated that he and the Engineering Specialist, Kyle Fischer met with the Senior Ecologist from McMahon & Assoc. McMahon & Assoc. will help with the topography so that Waupaca County can determine if we need to change to a woody/vegetation site. We are in the process of setting up a contract with McMahon & Assoc. to redesign the site.

Thiel Pit Updates. Corporation Counsel, Diane Meulemans reported to the Committee that the Town of Little Wolf's appeal was filed and the transfer of the pit is still in a holding pattern. Any phone calls or complaints should still come to her. Mr. Beyersdorf showed the results of the emissions test for American Asphalt that was conducted last week.

New Highway facility update. Mr. Beyersdorf didn't have anything new to report on the new facility, but did state that he did not hear any negative comments at the fall municipal meetings that were held this week.

Personnel. Mr. Beyersdorf stated that Field Operations Manager, Lance Penney announced that he is retiring on October 27th, but he has not received anything in writing.

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 Rohan seconded to adjourn at 10:48 a.m. Motion carried without a negative vote.

Respectfully submitted,

Sue Popham, 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.