

**WAUPACA COUNTY HIGHWAY COMMITTEE  
MINUTES – November 16, 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

**Absent:** None

**Also present** – Casey Beyersdorf, Highway Commissioner, Sue Popham, Highway Office Specialist, Mark Korth, Facilities and Equipment Superintendent, and Diane Meulemans, Corporate Counsel

**Audience** – Caroline Murphy, Town of Farmington Chair

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

**Minutes of the previous meeting – November 2, 2017 regular meeting. Motion:** Supervisor Jonely moved and Supervisor Much seconded the motion to approve the minutes of the previous meeting. Motion carried without a negative vote.

**Public Comment** – None

**Review and Approve payment vouchers. Motion:** Supervisor Jonely moved and Supervisor Much seconded the motion to approve the bill batch dated 11-2-17. Motion carried without a negative vote. Supervisor Jonely and Supervisor McClone seconded the motion to approve the bill batch dated 10-31-17 for a reissued check. Motion carried without a negative vote.

**ATV/UTV Trail Connection – Town of Farmington – Caroline Murphy.** Caroline Murphy passed out information regarding proposed ATV/UTV trails in the Town of Farmington north of Highway 54. The residents are requesting usage of some town roads in order to connect ATV/UTV trails. Mrs. Murphy said the Town of Farmington would be purchasing any signage that was needed and would maintain the ATV/UTV program in Farmington. The Highway Committee is in agreement that there needs to be some sort of ordinance for ATV/UTV usage in Waupaca County to incorporate all of the municipalities that will be coming forward with the same type of request. Drafting an ordinance for ATV/UTV usage will be discussed with Diane Meulemans, Corporate Counsel; no date has been set yet.

**Review 2017 Equipment purchases.** Mr. Korth reviewed the current 2017 Equipment purchases and stated that there would be an unspent amount of \$10,000, he would like to put towards the purchase of a shoulder conveyor instead of purchasing it in the 2018 equipment budget.

**Review and approval to bid out the following items.** Mr. Korth showed the committee the budget that was previously discussed for the equipment that would be purchased in the 2018 budget. There was a revision made to add an excavator brush mulcher and then purchase the self-propelled broom through Performance Based Maintenance funds. Mr. Korth showed the Highway Committee the revised 2018 equipment budget and asked to start the bidding process on some of the items.

**Motion:** Supervisor Much moved and Supervisor Rohan seconded to approve the request to bid out a compact track loader and equipment, Helvetia shop fueling system, self-propelled broom, used day cab semi-tractor, crew cab chassis truck and equipment and an excavator brush mulcher. Motion was carried without a negative vote.

**Review CHI and CHID applications for LRIP funding.** Mr. Beyersdorf talked about the Waupaca County Highway Department's 5 year plan and the projects that are available for LRIP funding. The two applications are due by January 15<sup>th</sup>. Mr. Beyersdorf will be reviewing the projects and picking the best two that will fit for LRIP funding.

**New Highway Facility Updates.** Mr. Beyersdorf stated that the County Board approved the 2018 Budget which included the Highway Department moving forward with Phase 2 through Phase 5 of the new highway facility. Bray Architects will begin to advertise, on behalf of Waupaca County, for a Construction Manager and interviews will be held on December 18<sup>th</sup>.

**Personnel.** Mr. Beyersdorf stated that they would be interviewing for the Operations Manager position today, November 16<sup>th</sup> for in-house employees.

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 10:36 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.