

**WAUPACA COUNTY HIGHWAY COMMITTEE  
MINUTES – December 14, 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 and Sue Popham, Highway Office Specialist

**Audience** – Mark Schuster, representative from Robert E. Lee & Associates, Inc.

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

**Minutes of the previous meeting – November 30, 2017 regular meeting. Motion:** Supervisor McClone moved and Supervisor Jonely seconded the motion to approve the minutes of the previous meeting. Motion carried without a negative vote.

**Public Comment** – Representative from Robert E. Lee & Associates, Inc. spoke about their company and thanked the Commissioner for his business and asked to be on the contact list for any future bids.

**Review and Approve payment vouchers. Motion:** Supervisor Jonely moved and Supervisor Much seconded the motion to approve the bill batch dated 11-16-17. Motion carried without a negative vote.

**Review and Approve Resolution for Speed limits in Village of Big Falls.** Mr. Beyersdorf presented a new resolution for the Village of Big Falls with many changes to placement of speed limit signs. **Motion:** Supervisor Much moved and Supervisor Rohan seconded the motion to approve the Resolution for the Speed limits in Village of Big Falls and move to County Board for approval. Motion was carried without a negative vote.

**Seasonal Weight Permit Pricing.** Mr. Beyersdorf talked about the Waupaca County Highway Department's current seasonal weight permit pricing for single trips and multiple trips. Mr. Beyersdorf suggested that we keep the pricing the same as last year. **Motion:** Supervisor Jonely moved and Supervisor Much seconded the motion to approve the seasonal weight permit pricing at \$25.00 for a single trip per vehicle and \$35.00 for multiple trips per vehicle. Motion was carried without a negative vote.

**Review UTV/ATV ordinance drafts.** Mr. Beyersdorf went over the two draft ordinances that Diane Meulemans, Corporate Counsel, and Mr. Beyersdorf are working on. Ms. Meulemans felt that the designated route version would be better than a blanket version so that the Highway Committee would then know the routes that are being sought by jurisdictions/clubs as designated routes. It was noted that the Highway Committee would like to move forward with the designated route draft to include when/how municipalities would apply for routes and how they would get reviewed as well as finding out if there should be permits or fees for usage of the routes.

**Review and Approve for Engineering Specialist to attend Conferences.** Mr. Beyersdorf presented information regarding the 69<sup>th</sup> Surveyor's Institute conference that is being held in January. This conference updates surveyors about up and coming surveying information and earns professional development hours. **Motion:** Chairman Flease

moved and Supervisor Rohan seconded the motion to approve the cost of \$240.00 for the conference and the additional hotel room costs. Motion carried without a negative vote.

**New Highway Facility Updates.** Mr. Beyersdorf stated that the Special Buildings Committee met and shortlisted the applications for a Construction Manager – At Risk. Interviews for the remaining applicants will be held on December 18<sup>th</sup>. After making the decision, Mr. Beyersdorf would like to introduce the Construction Manager – At Risk to the County Board at the February meeting. August’s County Board meeting would be the vote for the new facility.

**Personnel.** Mr. Beyersdorf stated that they received 17 applications for the Assistant Operations Manager position. Interviews for 8 applicants will be held on December 20<sup>th</sup>.

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 Jonely seconded to adjourn at 10:35 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.