

**WAUPACA COUNTY HIGHWAY COMMITTEE
MINUTES – February 1, 2018**

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: Joe McClone

Also present – Casey Beyersdorf, Highway Commissioner, Sue Popham, Highway Office Specialist and Diane Meulemans, Corporate Counsel

Audience – None

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 – January 18, 2018 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 1-25-18. Motion carried without a negative vote.

Review and Approve two employees for Bridge Inspection school. Mr. Beyersdorf reviewed information regarding the Safety Inspection of In-Service Bridges course that is being offered in April through the National Highway Institute. Mr. Beyersdorf would like to send two employees to the course for training as the Waupaca County Highway Department feels that we don't have enough employees that are currently trained and the schooling is only offered every other year. **Motion:** Supervisor Much moved and Supervisor Rohan seconded the motion to approve sending two employees to Bridge Inspection school in April. Motion was carried without a negative vote.

Review and Approve Sheriff's Department enforcement of 2018 Spring Weight Limits. Mr. Beyersdorf asked for permission to pay up to \$10,000. to the Sheriff's Department for enforcement of the Spring Weight Limits. **Motion:** Supervisor Much moved and Supervisor Jonely seconded the motion to approve paying the Sheriff's Department up to \$10,000. for enforcing Spring Weight limits. Motion was carried without a negative vote.

Review and Approve to post for future LTE's. Mr. Beyersdorf asked for permission to post for summer Limited Time Employees (LTE's). Last year we had six and Mr. Beyersdorf would like to post for at least that many again. **Motion:** Supervisor Much moved and Supervisor Rohan seconded the motion to approve giving the Highway Commissioner permission to post for LTE's. Motion was carried without a negative vote.

Update on UTV/ATV ordinance drafts. Mr. Beyersdorf and Diane Meulemans, Corporate Counsel had no new updates.

New Highway Facility Updates. Mr. Beyersdorf stated that he met with Miron Construction and Bray Architects and they went over the first floor plan for the new facility. The focus was on the bigger portions of the facility, i.e. wash and service bay layout. Mr. Beyersdorf and some people from the CPT team toured a couple of facilities to get more ideas. In upcoming meetings the team will be discussing the type of roof they would like to have to provide the best long term maintenance. The packet for the annexation process was delivered to the City of Waupaca.

Personnel. Mr. Beyersdorf stated that the new hire, Henry Mitchell, for the Assistant Operations Manager position will start on February 19th. Mr. Beyersdorf also stated that we will be posting for the Custodian/Maintenance position starting Feb. 2nd to Feb. 18th.

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 10:38 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.