



MEETING MINUTES

Committee: Highway
Date: Wednesday, August 9, 2017
Time: 7:30 AM
Location: Forestry Conference Room, 1633 Neva Road, Antigo, WI

The following discussion was held by the Committee at the meeting detailed above:

1. Meeting called to order at 7:30 A.M.
2. Roll call was conducted.

Highway Committee		
Name	Role	Status
Richard H. Hurlbert	Chair	Present
Arlene Bonacci	Vice Chair	Absent
James R. Jansen	Secretary	Present
Pete Pennington	Member	Present
Larry Poltrock	Member	Present
Non- Committee Members Present		
Name	Interest	
Brian Braun	Highway Commissioner	
Erik Rantala	Forest Administrator	
Crystal Wells	Office Manager	
Judy Nagel	County Clerk	

Motion by Pennington, second by Jansen, to excuse Bonacci. All ayes, motion carried.

3. The Committee recited the Pledge of Allegiance.
4. Approval of previous meeting minutes: Motion by Pennington, second by Jansen, to approve the meeting minutes for the July 12, 2017. All ayes, motion carried.
5. A request was made for public comment on agenda items and the consideration of items to be added to future agendas: There were no public comments.
6. Discuss machinery, shop and repairs: Machinery, shop and repairs report is filed in the County Clerk's Office. Commissioner Brian Braun reviewed the list with the Committee. Request by Pennington to include on this list an estimated cost of the repairs. Discussion held as to potential requests for CIP Borrowing (paver, paving, fuel handling). Motion by Pennington, second by Jansen, to approve machinery, shop and repairs report. All ayes, motion carried.
7. Discuss highway operations: Highway operations list is filed in the County Clerk's Office. Commissioner Brian Braun reviewed the list with the Committee, explaining the projects that

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- the Department has been working on, the issues and progress. Motion by Pennington, second by Schuh, to approve Highway operations report. All ayes, motion carried.
8. Highway building renovations project update: The Building Study Committee will meet next month. No action taken.
 9. Discuss status regarding funded ATV/UTV trail near CTH A with possible action to allow funded ATV/UTV trail on portion of CTH A Right of Way: Erik Rantala, Forest Administrator, and Brian Braun, Commissioner, distributed a map of a proposed trail, as a landowner has revoked his private easement on the previous proposed trail. (Map on file in County Clerk's Office) This trail has been reviewed by both Rantala and Braun along with Corporation Counsel to determine if this use of Right of way would be allowed under the County ordinance and State regulations. Gary Eddy, Wisconsin DNR Snowmobile/ATV administrator, was contacted by Rantala. It was determined that, in this case, a segment of "trail" located off the paved surface within the ROW could be considered as either a trail or a Route. However, according to Eddy, it is commonly classified as a trail in these circumstances because it is off the paved surface, and there is no advantage to calling that a route. If it is classified as a trail, the County will be able to access maintenance funds for its upkeep. Concerns discussed with use of right of way to connect the original trail: right away narrow at the property corner, it would cross a driveway, require a headlight barrier, distance to the shoulder point for plowing snow, vehicle travel, close to private land. Proposed changed trail: using the existing snowmobile trail, portions in the right of way, not requiring a headlight barrier, raised from the grade of the roadway, crossings have adequate site distance, and bordering/using County owned land. Motion by Pennington, second by Schuh to approve the proposed changed trail that follows the existing snowmobile trail, meandering along the CTH A right of way and County owned land, with conditions: using the snowmobile trail, dust issues addressed, speed monitored, if headlights become an issue then a barrier will be put in place, maintenance on the trail will be the Forestry Department, provisions may be placed on trail to keep usage on the trail. Discussion held. All ayes, motion carried.
 10. Review/approve revised ATV/UTV route policy and application form: Copies of the proposed policy and application were distributed. Commissioner Braun stated that the proposed documents were prepared by Corporation Council, Forestry, and Highway Departments to match the current County ATV/UTV ordinance. Discussion held as to the changes. Motion by Jansen, second by Schuh to approved the Revised ATV/UTV Route Policy and Application Form. All ayes, motion carried.
 11. Review/approve 2017 WIDOT Performance Based Maintenance (PBM) contract for crack sealing on STH 55 and STH 52: This contract is for crack sealing segments on STH 55, Hollister Road to School Road, and STH 52 from STH 55 to the Forest County Line. The contract with the DOT is for \$111,608. Discussion held as to costs, materials used, and labor used, as this covers approximately 10-11 miles of road. Motion by Pennington, second by Jansen to approve the 2017WIDOT Performance Based Maintenance (PBM) contract. Committee members signed the contract. All ayes, motion carried.
 12. At approximately 8:30 a.m., consider moving into closed session pursuant to Section 19.85 (1)(c)(f), Wis. Stats., to review employment promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility; and /or to review financial, medical, social or personnel histories of specific persons, which if discussed in public, would be likely to have a substantial adverse effect

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upon the reputation of any person referred to in such histories or data; Commissioner to discuss movement of employees on the matrix.

Motion by Pennington, second by Schuh to move into closed session. Chairman Hurlbert, aye; Schuh, aye; Pennington, aye; Jansen, aye. The Committee commenced to closed session at 8:22 a.m.

- 13 At approximately 8:45 a.m., return to open session with possible action or any matter discussed during closed session: Motion by Pennington, second by Schuh to return to open session. All ayes, motion carried. The Committee returned to open session at 8:30 a.m.

Motion by Pennington, second by Schuh to move Frank Rob Erler from 12-month probation on the Matrix to Step 4 on the Matrix and move Mike Brittnacher from the 12-month probation on the Matrix to Step 2 on the Matrix. All ayes, motion carried.

- 14 Quotations for annual winter blades: Commissioner Braun distributed a copy of the quotes. The blade quotes were reviewed with the Committee, as these quotes are a delivered price. Motion by Jansen, second by Schuh to purchase blades from Gray's Inc/Brauer Supply, the lowest bid. Copy of bid on file in the County Clerk's Office. Discussion held. All ayes, motion carried.

- 15 Review/approve 2018-2019 Budgets: The Officer Manager reviewed the 2018 Budget and the 2019 Proposed Budget. Motion by Pennington, second by Jansen to approve the 2018 Budget and the 2019 Proposed Budget. Discussion held as to projects and costs, miles of budgeted blacktopping, the winter road costs and grasses mowed in ditches. All ayes, motion carried.

- 16 Discuss utilizing casual employees during future construction seasons: Chairman Hulbert questioned the possible use of college students working for the Highway Department. Discussion held, as this was done in the past, but due to the budget cuts, casual not as experienced, not a lot of opportunities to work in this department. No action taken.

- 17 Schedule next meeting: September 13, 2017 at 7:30 a.m. at the Forestry Office.

- 18 Motion by Pennington, seconded by Jansen to adjourn the meeting at 9:00 a.m. All ayes, motion carried.

Minutes transcribed and submitted¹ by:

Judy Nagel
County Clerk

DRAFT