



## MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: January 8th, 2019  
TIME: 4:30 p.m.  
PLACE: Manitowoc County Highway Department.  
3500 STH 310  
Conference Meeting Room  
Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the Committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order)
2. Approval of the December 11th , 2018 meeting minutes  
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. WisDOT Secretary Appt.
4. Airport Hangar Lease Assignment
5. Shoto Dam Emergency Plan
6. Work Zone Law Enforcement
7. Outline Shop Fuel Systems
8. 2019 PBM Projects
9. Highway Budget Operations
10. General Transportation Aid
11. CTH V Culvert
12. Overtime Report
13. Vouchers
14. Next Meeting Date: February 12<sup>th</sup>, 2019

Dated: January 3<sup>rd</sup>, 2019

Kevin Behnke, Committee Chairman  
By: Marc Holsen, Highway Commissioner

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

# HIGHWAY COMMITTEE MINUTES

**January 8th, 2019**

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, Wisconsin at 4:30 P.M. on this 8<sup>th</sup> day of January, 2019.

Supervisor Behnke called the meeting to order at 4:30 p.m.

**Roll Call:** Supervisors Behnke, Gerroll, Holschbach, Maresh and Vogt

**Excused:**

**Also Present:** Marc Holsen, Bob Ziegelbauer

**Approval of Minutes** Supervisor Maresh made a motion to approve, seconded by Supervisor Vogt to approve the minutes from the December 11th, 2018 meeting. Motion carried.

**Regular Business**

**(Public Comment):**

**WisDOT Secretary Appt.**

Holsen provided the Committee with information pertaining to the recently appointed Secretary of Transportation. Brief discussion followed.

**Airport Hangar Lease Assignment**

Holsen provided the Committee with a request to reassign Airport Lot #1471 (Hangar #2) lease to the beneficiaries of the existing Trust. Brief discussion related to the background took place. Motion to approve the assignment by Supervisor Gerroll, seconded by Supervisor Holschbach. Motion carried.

**Shoto Dam Emergency Plan**

Holsen provided information related to the recent updates within the Shoto Dam Emergency Action Plan to include the duties of the Highway Department. Discussion took place regarding the most recent event in 2018 that prompted an emergency response. The Committee thanked Holsen for the update.

**Work Zone Law Enforcement**

Holsen provided the Committee with updated information in regards to Law Enforcement presence funding within work zones. Holsen reiterated the importance of these additional traffic control efforts and how they potentially enhance safety for the department employees when working on the highways. No further discussion.

**Outline Shop Fuel Systems**

Holsen announced the recent State Dept. of A, T & C fuel system requirements to be met by 12/31/2020. He provided the Committee with the needs related to each of the five (5) Highway Department facilities, the history of the existing systems and a proposed action plan including the tentative correction schedule. Discussion followed.

**2019 PBM Projects**

Holsen presented the Committee with the tentative WisDOT Performance Based Maintenance (PBM) work to be let and contracted for the upcoming 2019 season. Discussion followed with the work load intentions of the departments bridge deck shot blasting unit. The Committee thanked Holsen.

### **Highway Budget Operations**

Holsen presented a brief description related to the various Highway Department budgets and how they are funded. Discussion followed related to what items, expenditures and revenues, etc... are accounted for in the various budgets. The Committee thanked Holsen for information.

### **General Transportation Aid**

Holsen informed the Committee of the final 2019 General Transportation Aids (GTA's) and a basic description of how this calculation is formulated.

### **CTH V Culvert**

Holsen informed the Committee of the recent find of an aged/failing culvert on County Trunk Highway "V" east of Mishicot. Holsen stated that an immediate structural analysis was ordered and that he will be load posting this structure on 1/9/2019 due to the study results and recommendations. Holsen stated that he is awaiting for an additional study as well as WisDNR communications prior to addressing this crossing. The Committee discussed the possible replacement options. No further discussion.

### **Overtime Report**

The Committee reviewed the Overtime Report(s). No further discussion.

### **Vouchers**

The committee reviewed the vouchers dated December 4<sup>th</sup>, 2018 to December 26<sup>th</sup>, 2018. Supervisor Gerroll made a motion to approve, seconded by Supervisor Vogt. Motion carried.

### **Next Meeting Date**

February 12<sup>th</sup>, 2019 @ 5:30

### **Adjournment**

Supervisor Gerroll made a motion to adjourn, seconded by Supervisor Holschbach. Motion Carried.

Meeting adjourned at 5:26 p.m.

Submitted by:

Marc A. Holsen,

Highway Commissioner



## MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: February 12th, 2019  
TIME: 5:30 p.m.  
PLACE: Manitowoc County Heritage Center  
1701 Michigan Avenue  
Lower Level Education Room  
Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the Committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order)
2. Approval of the January 8th , 2019 meeting minutes  
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. CTH R Progress Update
4. 2018 Year-End
5. 2019 Proposed Equipment
6. 2019 Construction Schedule
7. CTH V Culvert Update
8. WisDOT Wayside
9. Road School Report
10. Overtime Report
11. Vouchers
12. Next Meeting Date: March 12<sup>th</sup>, 2019

Dated: February 5th, 2019

Kevin Behnke, Committee Chairman  
By: Marc Holsen, Highway Commissioner

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**Meeting Rescheduled for: 5:30 p.m. Tuesday, February 19, 2019  
at Manitowoc County Heritage Center**



**MANITOWOC COUNTY  
HIGHWAY COMMITTEE  
MEETING NOTICE**



DATE: February 12th, 2019  
TIME: 5:30 p.m.  
PLACE: Manitowoc County Heritage Center  
1701 Michigan Avenue  
Lower Level Education Room  
Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the Committee may convene in closed session. The following matters may be considered at the meeting:

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(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

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8. WisDOT Wayside
9. Road School Report
10. Overtime Report
11. Vouchers
12. Next Meeting Date: March 12<sup>th</sup>, 2019

Dated: February 5th, 2019

Kevin Behnke, Committee Chairman  
By: Marc Holsen, Highway Commissioner

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## MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: February 19th, 2019  
TIME: 5:30 p.m.  
PLACE: Manitowoc County Heritage Center  
1701 Michigan Avenue  
Lower Level Education Room  
Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the Committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order)
2. Approval of the January 8th , 2019 meeting minutes  
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. CTH R Progress Update
4. 2018 Year-End
5. 2019 Proposed Equipment
6. 2019 Construction Schedule
7. CTH V Culvert Update
8. WisDOT Wayside
9. Road School Report
10. Overtime Report
11. Vouchers
12. Next Meeting Date: March 12<sup>th</sup>, 2019

Dated: February 5th, 2019

Kevin Behnke, Committee Chairman  
By: Marc Holsen, Highway Commissioner

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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**HIGHWAY COMMITTEE MINUTES**  
**February 19th, 2019**

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Heritage Center, 1701 Michigan Avenue, Manitowoc, Wisconsin at 5:30 P.M. on this 19<sup>th</sup> day of February, 2019.

Supervisor Behnke called the meeting to order at 5:30 p.m.

**Roll Call:** Supervisors Behnke, Holschbach, Maresh and Vogt

**Excused:** Gerroll

**Also Present:** Marc Holsen, Bob Ziegelbauer.

**Approval of Minutes** Supervisor Vogt made a motion to approve, seconded by Supervisor Maresh to approve the minutes from the January 8th, 2019 meeting. Motion carried.

**Regular Business**

**(Public Comment):** None

**CTH R Progress Update**

Holsen provided the Committee with the Rapids Road bridge project progress and construction schedule as well as the expected roadway project start date.

The Committee thanked him for the update.

**2018 Year-End**

Holsen informed the Committee of the final 2018 Highway Department budget outcomes. No further discussion.

**2019 Proposed Equipment**

Holsen presented the Committee with the requested equipment purchases for 2019. He also provided a detailed justification document as well as the past 5 year purchase history. Brief discussion followed.

**2019 Construction Schedule**

Holsen provided a construction schedule to the Committee describing the Highway Department workload for the upcoming 2019 construction season. Brief discussion followed.

**CTH V Culvert Update**

Holsen updated the Committee on the status of a previously presented County Trunk “V” box culvert replacement project to occur this summer. The Committee thanked Holsen for the update.

**WisDOT Wayside**

Holsen announced a recent proposal from WisDOT to transfer ownership of a wayside area on STH 32/57 to Manitowoc County. Discussion followed. Supervisor Maresh made a motion to reject the offer. Seconded by Supervisor Holschbach. Motion carried.

### **Road School Report**

Holsen presented the Committee with information which been presented at the WCHA Winter Road School.

No further discussion.

### **Overtime Report**

The Committee reviewed the Overtime Report. Holsen showed the comparison of the current report to the 2018 winter report at the same time of year. Brief discussion followed.

### **Vouchers**

The committee reviewed the vouchers dated January 2<sup>nd</sup>, 2019 to January 29<sup>th</sup>, 2019. Supervisor Vogt made a motion to approve, seconded by Supervisor Holschbach. Motion carried.

### **Next Meeting Date**

March 12<sup>th</sup>, 2019 @ 4:30 p.m.

### **Adjournment**

Supervisor Maresh made a motion to adjourn, seconded by Supervisor Vogt. Motion Carried.

Meeting adjourned at 5:52 p.m.

Submitted by:

Marc A. Holsen,

Highway Commissioner





## MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: March 12th, 2019  
TIME: 4:30 p.m.  
PLACE: Manitowoc County Highway Department.  
3500 STH 310  
Conference Meeting Room  
Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the Committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order)
2. Approval of the February 19th , 2019 meeting minutes  
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. CTH X Bridge Bid Results
4. 2018/2019 Winter Comparable
5. Winter Equipment Hours
6. Memorial Drive Transfer Status
7. CTH R & CTH CS Jurisdiction
8. Department Hours of Operation
9. Small Tools history
10. WCHA Spring Commissioner Training
11. Overtime Report
12. Vouchers
13. Next Meeting Date: April 9<sup>th</sup>, 2019 (Prior to County Board)

Dated: March 4th, 2019

Kevin Behnke, Committee Chairman  
By: Marc Holsen, Highway Commissioner

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HIGHWAY COMMITTEE MINUTES  
March 12th, 2019

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, Wisconsin at 4:30 P.M. on this 12<sup>th</sup> day of March, 2019.

Supervisor Behnke called the meeting to order at 4:30 p.m.

**Roll Call:** Supervisors Behnke, Holschbach, Maresh and Vogt

**Excused:** Supervisor Gerroll

**Also Present:** Marc Holsen, County Executive Ziegelbauer, County Board Chair Brey, Maura Yost

**Approval of Minutes** Supervisor Vogt made a motion to approve, seconded by Supervisor Holschbach to approve the minutes from the February 12<sup>th</sup>, 2019 meeting. Motion carried.

**Regular Business**

**(Public Comment):** None

**CTH X Bridge Bid Results**

Holsen provided the Committee with the bid results from the recent CTH X bridge project letting. He also informed the Committee of the tentative construction start and the adjoining work to be performed in the area this construction season.

The committee thanked Holsen for the update.

**2018-19 Winter Comparable**

Holsen provided the Committee with the January and February winter operations results in comparisons to the 2018 winter season. He mentioned that this year to date, we have experienced nine more winter weather events than in 2018 within the same timeframe and the costs related.

Brief Discussion followed.

**Winter Equipment Hours**

Holsen presented the Committee with the abnormal winter equipment hours and mechanical costs related to the above average winter experience and extreme cold stretch previously encountered.

Brief discussion followed.

**Memorial Drive Transfer Status**

Holsen informed the Committee of the Memorial Drive property transfer to the City of Two Rivers status along with the anticipated finalizing.

No further discussion.

### **CTH R & CTH CS Jurisdiction**

Holsen briefed the Committee on the previous jurisdictional transfer by resolution of CTH CS (West Custer) and the financial impact to the Highway Department operations annual budget related. He also informed the Committee of the 2014 local transfer resolution of CTH R (S. Rapids Road) to be executed upon completion of the highway expansion construction and bridge replacement projects. He proposed a plan to present all affected stakeholders involved. Discussion followed. The Committee recommended proceeding with the efforts presented and continuing to update the Committee with any progress related.

The Committee thanked Holsen for the information provided.

### **Department Hours of Operation**

Holsen informed the Committee of the department's summer operation hours to take effect in April as the norm and briefed them on the upcoming annual spring safety training events.

No further discussion.

### **Small Tools History**

Holsen presented the history of the "Small Tools" eligible costs along the purpose of the WisDOT charging policy. He discussed the past ten-year trend of the revenue account and the effects of the non-utilizing of these allocated funds.

No further discussion.

### **WCHA Spring Commissioner Training**

Holsen informed the Committee of the upcoming WCHA Spring Commissioner Training along with the agenda items. Holsen also emphasized on the upcoming Flagger certification requirements.

No further discussion.

### **Overtime Report**

The Committee reviewed the Overtime Report. No further discussion.

### **Vouchers**

The committee reviewed the vouchers dated February 5<sup>th</sup>, 2019 to February 26<sup>th</sup>, 2019. Supervisor Maresh made a motion to approve, seconded by Supervisor Holschbach. Motion carried.

### **Next Meeting Date**

April 9<sup>th</sup>, 2019 @ 5:30 p.m. Prior to County Board

### **Adjournment**

Supervisor Maresh made a motion to adjourn, seconded by Supervisor Holschbach. Motion Carried.

Meeting adjourned at 5:05 p.m.

Submitted by:

Marc A. Holsen,

Highway Commissioner



## MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: April 9th, 2019  
TIME: 5:30 p.m.  
PLACE: Manitowoc County Heritage Center  
1701 Michigan Avenue  
Lower Level Education Room  
Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the Committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order)
2. Approval of the March 12th, 2019 meeting minutes  
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. WCHA Spring Session
4. Annual Spring Dept. Training
5. Summer Road School
6. NE Region Award
7. 2019 Airport Project
8. 2019 Quad-Axle Bids
9. Spring Weight Limits
10. Contractor Quarry Materials
11. Overtime Report
12. Vouchers
13. Next Meeting Date: May 14<sup>th</sup>, 2019

Dated: April 2, 2019

Kevin Behnke, Committee Chairman  
By: Marc Holsen, Highway Commissioner

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HIGHWAY COMMITTEE MINUTES  
**April 9th, 2019**

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Heritage Center, 1701 Michigan Avenue, Manitowoc, Wisconsin at 5:30 P.M. on this 9<sup>th</sup> day of April, 2019.

Supervisor Behnke called the meeting to order at 5:30 p.m.

**Roll Call:** Supervisors Behnke, Gerroll, Holschbach, Maresh and Vogt

**Excused:**

**Also Present:** Marc Holsen, County Executive Ziegelbauer

**Approval of Minutes** Supervisor Vogt made a motion, seconded by Supervisor Maresh to approve the minutes from the March 12<sup>th</sup>, 2019 meeting. Motion carried.

**Regular Business**

**(Public Comment):** None

**WCHA Spring Session**

Holsen informed the Committee of the agenda topics presented at the March WCHA Spring Commissioner Training meeting. Brief discussion followed.

**Annual Spring Dept. Training**

Holsen informed the Committee of the upcoming Highway Department Annual Spring Training events schedule to take place during the week of April 15<sup>th</sup> at the department. He presented the training information including employee MSHA certification, equipment operation rodeo and traffic control set-up activities to take place.

The Committee thanked Holsen for the updates.

**Summer Road School**

Holsen informed the Committee of the upcoming Annual Summer Road School and registration deadline.

No further discussion.

**NE Region Award**

Holsen presented the Committee with the recent North East Region Small Structure award for a recent bridge replacement project in the Village of Reedsville. Brief discussion followed.

### **2019 Airport Project**

Holsen informed the Committee of the upcoming 2019 Taxiway “A” and the 2020 Taxiway “B” lighting upgrade projects. He also presented the information related to the Runway 17/35 Crack Seal/Pavement Marking Project in which also will be executed this summer. Brief discussion followed.

### **2019 Quad-Axle Bids**

Holsen provided the Committee with the recently opened Quad-Axle bid results. Holsen made recommendations to include to the reasoning of his proposal to accept.

Supervisor Gerroll made a motion to approve the bid submitted by Quality Truck and the bid submitted by Casper’s Truck for the related body and hydraulics. Seconded by Supervisor Holschbach. Motion carried.

### **Spring Weight Limits**

Holsen informed the Committee the current weight limit postings on various County Trunk highways will be lifted effective April 22<sup>nd</sup>. No further discussion.

### **Contractor Quarry Materials**

Holsen informed the Committee the current quarry lease with Northeast Asphalt, Inc. will expire at the end of 2019. He notified them of the materials produced and currently being stored at the location. Discussion related to the future aggregate storage took place. Holsen stated that he would discuss potential options with the contractor prior to the lease expiration date. Brief discussion followed.

### **Overtime Report**

The Committee reviewed the Overtime Report. Holsen informed the Committee of the overtime costs related to the recent flooding encounter within the County. No further discussion.

### **Vouchers**

The committee reviewed the vouchers dated March 5<sup>th</sup>, 2019 to March 26<sup>th</sup>, 2019. Supervisor Holschbach made a motion to approve, seconded by Supervisor Gerroll. Motion carried.

### **Next Meeting Date**

May 14<sup>th</sup>, 2019 @ 4:30 p.m.

### **Adjournment**

Supervisor Maresh made a motion to adjourn, seconded by Supervisor Vogt. Motion Carried.

Meeting adjourned at 6:01 p.m.

Submitted by:

Marc A. Holsen,

Highway Commissioner



## MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: May 14th, 2019  
TIME: 4:30 p.m.  
PLACE: Manitowoc County Highway Department.  
3500 STH 310  
Conference Meeting Room  
Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the Committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order)
2. Approval of the April 9th , 2019 meeting minutes  
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. CTH B Driveway Access Request
  4. WisDOT 6-Year Improvement Presentation
  5. Contractor Quarry Materials
  6. Evenson Construction Lease
  7. 2018 Audit
  8. Skid Steer Bids
  9. 2019-2020 Season Salt
  10. Updated 5-Year Plan
  11. Overtime Report
  12. Vouchers
  13. Next Meeting Date: June 11<sup>th</sup>, 2019
- Dated: May 7th, 2019

Kevin Behnke, Committee Chairman  
By: Marc Holsen, Highway Commissioner

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# HIGHWAY COMMITTEE MINUTES

## May 14<sup>th</sup>, 2019

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, Wisconsin at 4:30 P.M. on this 14<sup>th</sup> day of May, 2019.

Supervisor Behnke called the meeting to order at 4:30 p.m.

**Roll Call:** Supervisors Behnke, Gerroll, Maresh and Vogt

**Excused:** Holschbach

**Also Present:** Marc Holsen, County Executive Bob Z., Jeff Zlatohlavek (JT Engineering), Tom Buchholz, Will Dorsey, Brian Brock, Chris Blazek (WisDOT)

**Approval of Minutes** Supervisor Vogt made a motion, seconded by Supervisor Gerroll to approve the minutes from the April 9<sup>th</sup>, 2019 meeting. Motion carried.

### **Regular Business**

**(Public Comment):** None

### **CTH B Driveway Access Request**

Holsen presented information relating to a recently denied driveway access permit due being located within a controlled access segment of CTH B. Holsen stated that he was expecting the land owner/permit applicant to be present to explain the hardship to the Committee. Holsen presented the information related to the geometrics and traffic experiences within the segment of highway. Motion by Supervisor Gerroll to approve, second failed. The Committee discussed the preference of the landowner attending the meeting to explain the hardship and intended usage. Holsen stated that he would contact the landowner with the option to attend the June Committee meeting.

### **WisDOT 6-Year Improvement Presentation**

Tom Buchholz, Will Dorsey, Brian Brock and Chris Blazek (WisDOT) presented the updates in regards to Governor Evers proposed transportation budget and the related details within. They also discussed the current and future State transportation projects occurring and/or planned for Manitowoc County and the nearby surrounding counties. In addition, they presented the recent experiences of the 2018-2019 winter severity. The Committee thanked them for the presentation and their attendance.

### **Contractor Quarry Materials**

Holsen provided the Committee with an update regarding quarry material storage. Brief discussion followed. Holsen stated that he will keep the Committee informed with any updates.

### **Evenson Construction Lease**

Holsen presented the Committee with a request from Evenson Construction Company, Inc. proposing a land lease agreement for the Kunz Pit property. Discussion related to the CTH C pit lease also took place. The Committee agreed that the County continues to honor current agricultural land lease and review this request upon expiration of the existing agreement.

No further discussion.



### **2018 Audit**

Holsen presented the results of recent Highway Department portion of the annual County audit. The Committee thanked him for the information.

### **Skid Steer Bids**

Holsen provided the Committee with the recent Skid Steer bid results received. Holsen described the cost comparisons and feasibilities of the unit deemed most advantageous for the department operations. Supervisor Maresh made a motion, seconded by Supervisor Gerroll to accept the unit by Eis Implement. Motioned carried.

### **2019-2020 Season Salt**

Holsen provided the Committee with information related to winter salt usage, storage and ordering. Brief discussion followed. The Committee thanked him for the information.

### **Updated 5-Year Plan**

Holsen provided the Committee with the updated 5-Year Transportation Plan (2020-2024) as the 2019 construction season has now started. He provided the tentative mileage of the County Trunk System entailed within and the scope of the work planned for each project to include all scheduled bridge replacement projects. He discussed the State/Federal funding programs within as well as the strategic utilization of them. Holsen also forecasted the following three years therefore after the 5-year plan (2025-2027) and ultimately, the end results of a full transportation infrastructure 17-year cycle. Brief discussion followed. The Committee thanked him for the information.

### **Overtime Report**

The Committee reviewed the Overtime Report. No further discussion.

### **Vouchers**

The committee reviewed the vouchers dated April 2<sup>nd</sup>, 2019 to April 30<sup>th</sup>, 2019. Supervisor Gerroll made a motion to approve, seconded by Supervisor Vogt. Motion carried.

### **Next Meeting Date**

June 11th, 2019 @ 4:30 p.m.

### **Adjournment**

Supervisor Maresh made a motion to adjourn, seconded by Supervisor Gerroll. Motion Carried. Meeting adjourned at 5:44 p.m.

Submitted by:

Marc A. Holsen,

Highway Commissioner



## **MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE**

**DATE:** June 11th, 2019  
**TIME:** 4:30 p.m.  
**PLACE:** Manitowoc County Highway Department.  
3500 STH 310  
Conference Meeting Room  
Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the Committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order)
2. Approval of the May 14th , 2019 meeting minutes  
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. CTH B Driveway Access Request
4. LNRP Presentation
5. CTH "S" Load Posting
6. CTH R/Rapids Road Transfer Status
7. Pickup Truck Bids
8. Culvert Program Update
9. Quarry Revenues
10. Overtime Report
11. Vouchers
12. Next Meeting Date: July 9<sup>th</sup>, 2019

Dated: June 4th, 2019

Kevin Behnke, Committee Chairman  
By: Marc Holsen, Highway Commissioner

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## HIGHWAY COMMITTEE MINUTES

**June 11th, 2019**

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, Wisconsin at 4:30 P.M. on this 11<sup>th</sup> day of June, 2019.

Supervisor Behnke called the meeting to order at 4:30 p.m.

**Roll Call:** Supervisors Behnke, Maresh and Vogt

**Excused:** Gerroll, Holschbach

**Also Present:** Marc Holsen, County Executive Ziegelbauer, Brad Robinson, Jim Kettler and Tom Ward (LNRP), Melissa Curran and Michaela Borkovec (Stantec)

**Approval of Minutes:** Supervisor Vogt made a motion, seconded by Supervisor Maresh to approve the minutes from the May 14<sup>th</sup>, 2019 meeting. Motion carried.

### **Regular Business**

**(Public Comment):** None

### **CTH B Driveway Access Request**

Holsen introduced Mr. Brad Robinson as a CTH B resident pursuing a driveway access request within a “controlled access” segment of highway. Mr. Robinson explained his reasoning, needs and intended usage of the driveway access to the Committee. Supervisor Maresh made a motion to approve the granting of the driveway access permit. Seconded by Supervisor Vogt. Motion carried.

### **LNRP Presentation**

Supervisor Behnke welcomed the representatives from LNRP and Stantec. Jim Kettler introduced Michaela Borkovec as the Stantec team member, started the presentation, and explained the successful and potential future Federal and State grants. Melissa Curran presented on the phragmites projects to-date and the sustainability of the future programs related. Tom Ward presented a proposed noxious weed ordinance effort for the control of phragmites and other invasive species. Brief discussion followed related to County and WisDOT participation in the future efforts.

The Committee thanked the group for the presentation.

### **CTH “S” Load Posting**

Holsen stated that a bridge load posting has recently been posted on CTH “S” due to the condition of the bridge deck and the anticipated additional heavy truck traffic due to the US 151 resurfacing project recently executed.

Brief discussion followed.

### **CTH R/Rapids Road Transfer Status**

Holsen updated the Committee on the status of the CTH R (Rapids Road) jurisdictional transfer. He stated that he is currently scheduled to meet with the City of Manitowoc followed by the Town of Manitowoc Rapids on Wednesday. Holsen will keep the Committee informed of the progress throughout the process.

The Committee thanked him for the update.

### **Pickup Truck Bids**

Holsen presented the recent bids received for 2019 pickup truck purchase. Holsen recommended accepting the low bid to purchase Ford F-250 and provided them with Nathan Schleis' (Shop Superintendent) recommendation reasoning.

Supervisor Maresh made a motion to approve the low bid. Seconded by Supervisor Vogt. Motion carried.

### **Culvert Program Update**

Holsen provided the Committee with the County culvert pipe inventory to include the tracking and other related efficiency benefits of the program. He also presented the other programs with programs within (bridge inventory, guardrail and County signage). He stated the future program plans to be implemented as well. Brief discussion followed.

### **Quarry Revenues**

Holsen provided the Committee with the revenue generation gained from the Highway 310 quarry aggregate resource. He presented the 1998/99 resolution related to the purchase of the 310 location property as well as the purchase price in relation to the revenues generated for the quarry aggregates to date.

The Committee thanked Holsen for the report.

### **Overtime Report**

The Committee reviewed the Overtime Report.

No further discussion.

### **Vouchers**

The committee reviewed the vouchers dated May 7<sup>th</sup>, 2019 to May 28<sup>th</sup>, 2019. Supervisor Vogt made a motion to approve, seconded by Supervisor Maresh. Motion carried.

### **Next Meeting Date**

July 9<sup>th</sup>, 2019 @ 6:00 p.m. (Tentative prior to County Board)

### **Adjournment**

Supervisor Vogt made a motion to adjourn, seconded by Supervisor Maresh. Motion Carried.

Meeting adjourned at 5:39 p.m.

Submitted by:

Marc A. Holsen,

Highway Commissioner



## **MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE**

**DATE:** July 16, 2019  
**TIME:** 6:00 p.m.  
**PLACE:** Manitowoc County Heritage Center  
1701 Michigan Avenue  
Lower Level Education Room  
Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the Committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order)
2. Approval of the June 11th, 2019 meeting minutes  
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. Highway Landscapers Lease
4. Overtime Report
5. Vouchers
6. Next Meeting Date: August 13<sup>th</sup>, 2019

Dated: July 8th, 2019

Kevin Behnke, Committee Chairman  
By: Marc Holsen, Highway Commissioner

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

## HIGHWAY COMMITTEE MINUTES

**July 16th, 2019**

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Heritage Center, 1701 Michigan Avenue, Manitowoc, Wisconsin at 6:00 P.M. on this 16<sup>th</sup> day of July, 2019.

Supervisor Behnke called the meeting to order at 6:00 p.m.

**Roll Call:** Supervisors Behnke, Gerroll, Holschbach, Maresh and Vogt

**Excused:**

**Also Present:** Marc Holsen, Maura Yost

**Approval of Minutes:** Supervisor Vogt made a motion, seconded by Supervisor Gerroll to approve the minutes from the June 11<sup>th</sup>, 2019 meeting. Motion carried.

**Regular Business**

**(Public Comment):** None

**Highway Landscapers Lease**

Holsen presented a letter of request from Highway Landscapers, Inc. received on July 3, 2019 to extend the existing lease agreement at the “Yanda’s Pit” premises for an additional two-year period. Past revenue and payment history discussion took place as well the remaining amount of aggregate materials in the affected area. The Committee discussed the foreseen future work in the area in which the resources could be allocated. Holsen explained the materials specifications and estimated value per unit price of the previously produced material.

Supervisor Behnke made a motion to approve the lease agreement extension for an additional two-year term. Seconded by Supervisor Gerroll. Motion carried.

**Overtime Report**

The Committee reviewed the Overtime Report.

No further discussion.

**Vouchers**

The committee reviewed the vouchers dated June 4<sup>th</sup>, 2019 to July 2<sup>nd</sup>, 2019. Supervisor Gerroll made a motion to approve the vouchers, seconded by Supervisor Holschbach. Motion carried.

**Next Meeting Date**

August 13<sup>th</sup>, 2019 @ 4:30 p.m.

**Adjournment**

Supervisor Maresh made a motion to adjourn, seconded by Supervisor Holschbach. Motion Carried.

Meeting adjourned at 6:09 p.m.

Submitted by:

Marc A. Holsen,

Highway Commissioner



## **MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE**

**DATE:** August 13th, 2019  
**TIME:** 4:30 p.m.  
**PLACE:** Manitowoc County Highway Department.  
3500 STH 310  
Conference Meeting Room  
Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the Committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order)
2. Approval of the July 16, 2019 meeting minutes  
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. 2020 Invasive Species
4. Ditch Cutting Policy
5. 2019-2020 Salt
6. New Bridge Structure Widths
7. 2019 Construction Update
8. 2019 Highway Equipment Analysis To-Date
9. Overtime Report
10. Vouchers
11. Next Meeting Date: September 10, 2019

Dated: August 5, 2019

Kevin Behnke, Committee Chairman  
By: Marc Holsen, Highway Commissioner

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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## HIGHWAY COMMITTEE MINUTES

**August 13th, 2019**

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, Wisconsin at 4:30 P.M. on this 13<sup>th</sup> day of August, 2019.

Supervisor Behnke called the meeting to order at 4:30 p.m.

**Roll Call:** Supervisors Behnke, Gerroll, and Maresh

**Excused:** Vogt, Holschbach

**Also Present:** Marc Holsen, County Board Chair Jim Brey

**Approval of Minutes:** Supervisor Gerroll made a motion, seconded by Supervisor Maresh to approve the minutes from the July 16<sup>th</sup>, 2019 meeting. Motion carried.

**Regular Business**

**(Public Comment):** None

**2020 Invasive Species**

Holsen presented information relating to the recent invasive species program enhancements. The Committee discussed the various types of invasives and how each require different attention such as proper chemicals, timing, growth rate, etc.... Holsen stated that the department is working in conjunction with subject matter experts in this field and that he foresees a long term; although lengthy plan to be created. Brief discussion followed.

**Ditch Cutting Policy**

Holsen presented the WisDOT and County Roadside Cutting policies. Discussion followed with related detail of the timing of the right of way cutting and various practices.

**2019-2020 Salt**

Holsen informed the Committee of the 2019-2020 winter road salt contract prices recently received. The Committee positively commented on the low unit cost in comparison of the remainder of the counties within the State. Holsen explained the inventory financial impacts and offsets related. Discussion pertaining to salt brine usage on the highways followed.

The Committee thanked Holsen for the information

**New Bridge Structure Widths**

Holsen presented the WisDOT “Replace-in-Kind” policy and how it relates to the previously awarded county bridge replacements within the 2020-2025 Local Bridge Program cost sharing. He described the justification provided to obtain funding for additional bridge widths outside of the existing structure size.

Brief discussion followed.

**2019 Construction Update**

Holsen updated the Committee on the 2019 highway construction project status. The Committee discussed the CTH X “Cold-in-Place” asphalt-recycling project and the cost savings related. Other topics discussed....Rapids Road completion and the maintenance responsibilities following, CTH’s A, F, X and V.



### **2019 Highway Equipment Analysis To-Date**

Holsen presented the Committee with concerns related to tri-axle and quad-axle dump truck box conditions due to deterioration caused by winter salt. He explained the reasons of how financial decisions are determined in regards to box replacements. Holsen stated that the proposed 2020 annual equipment purchase plan is currently being finalized and to be presented to the Committee at an upcoming meeting prior to 2020. The Committee thanked Holsen for the information and images/data related.

### **Overtime Report**

The Committee reviewed the Overtime Report.

No further discussion

### **Vouchers**

The committee reviewed the vouchers dated July 9<sup>th</sup>, 2019 to July 30<sup>th</sup>, 2019. Supervisor Maresh made a motion to approve the vouchers, seconded by Supervisor Gerroll. Motion carried.

### **Next Meeting Date**

September 10<sup>th</sup>, 2019 @ 4:30 p.m.

### **Adjournment**

Supervisor Gerroll made a motion to adjourn, seconded by Supervisor Maresh. Motion Carried.

Meeting adjourned at 5:56 p.m.

Submitted by:

Marc A. Holsen,

Highway Commissioner



## **MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE**

**DATE:** October 8th, 2019  
**TIME:** 5:45 p.m.  
**PLACE:** Manitowoc County Heritage Center  
1701 Michigan Avenue  
Lower Level Education Room  
Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the Committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order)
2. Approval of the August 13, 2019 meeting minutes  
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. 2020 Equipment
4. Department hours of Operation
5. Fall Safety Training
6. Airport Advisory Committee Members
7. Broadwind Energy Lease
8. Contractor Quarry Materials
9. Overtime Report
10. Vouchers
11. Next Meeting Date: November 12, 2019

Dated: October 1, 2019

Kevin Behnke, Committee Chairman  
By: Marc Holsen, Highway Commissioner

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**HIGHWAY COMMITTEE MINUTES**  
**October 8th, 2019**

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Heritage Center-Lower Level Education Room, 1701 Michigan Avenue, Manitowoc, Wisconsin at 5:45 P.M. on this 8<sup>th</sup> day of October 2019.

Supervisor Behnke called the meeting to order at 5:45 p.m.

**Roll Call:** Supervisors Behnke, Gerroll, Holschbach Maresh, and Vogt

**Excused:**

**Also Present:** Marc Holsen, County Board Chair Jim Brey

**Approval of Minutes:** Supervisor Vogt made a motion, seconded by Supervisor Gerroll to approve the minutes from the August 13, 2019 meeting. Motion carried.

**Regular Business**

**(Public Comment):** None

**2020 Equipment**

Holsen provided the Committee with the proposed 2020 equipment purchases along with the six-year capital outlay plan. Holsen explained the proposed long-term capital outlay plan and how it addresses the tri-axle and quad-axle fleet within the Highway Department operations. Discussion continued on how the proposed plan would result into an overall department overhead cost savings through the plan duration. The Committee thanked Holsen for the information.

**Department Hours of Operation**

Holsen informed the Committee of the recent change in department hours of operation and the work to be performed throughout the month of October. No further discussion.

**Fall Safety Training**

Holsen presented the Committee with the annual department Fall Safety training event agenda. He explained the various events to take place and the related benefits of the program. The Committee thanked Holsen for the update.

**Airport Advisory Committee Members**

Holsen presented the Committee with September 9, 2019 Airport Advisory Committee meeting minutes. He stated that the previous two-year Committee Member terms have expired and provided the proposed new Committee structure. Brief discussion followed. Supervisor Vogt made a motion to post-pone the agenda item until the November Highway Committee meeting. Seconded by Behnke. Motion carried.

**Broadwind Energy Lease**

Holsen presented the Committee with a proposal received by Broadwind Towers, Inc. to exercise the storage lease extension option for an additional year per the original lease agreement. Holsen mentioned the potential forecasted storage needs beyond this timeframe as well. Supervisor Gerroll made a motion to approve the lease extension. Seconded by Maresh. Motion carried.

**Contractor Quarry Materials**

Holsen presented the Committee with a material storage agreement draft proposal from Northeast Asphalt, Inc. to allow aggregate produced at their cost to remain within the STH 310 quarry location for an additional timeframe up to five years. Discussion took place regarding the annual compensation. Supervisor Behnke requested clarification within the draft verbiage related to annual payment. Holsen stated that he would follow up with NEA, Inc. for clarification edits within the draft agreement and reintroduce this item on the November meeting agenda. No further discussion.

**Overtime Report**

The Committee reviewed the Overtime Report. No further discussion

**Vouchers**

The committee reviewed the vouchers dated August 6, 2019 through September 24, 2019. Supervisor Maresh made a motion to approve the vouchers, seconded by Supervisor Vogt. Motion carried.

**Next Meeting Date**

November 12<sup>th</sup>, 2019 @ 4:30 p.m.

**Adjournment**

Supervisor Gerroll made a motion to adjourn, seconded by Supervisor Holschbach. Motion Carried. Meeting adjourned at 6:19 p.m.

Submitted by:

Marc A. Holsen,  
Highway Commissioner



## MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: November 12, 2019  
TIME: 4:30 p.m.  
PLACE: Manitowoc County Highway Department.  
3500 STH 310  
Conference Meeting Room  
Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the Committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order)
2. Approval of the October 8th, 2019 meeting minutes  
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. CTH R Driveway Access Request
4. Badgerland Aggregate Request
5. Airport Advisory Committee Future
6. Contractor Quarry Materials Storage
7. CTH R Project
8. CTH CL STP Funding
9. Multimodal Local Supplement
10. County/City MOU
11. WisDOT RMA 2020
12. Salt Brine Truck
13. AVL-GPS
14. Rumble Strips
15. Equipment Revenue
16. Right of Way Permit Update
17. Winter Road School
18. Overtime Report
19. Vouchers
20. Next Meeting Date: December 10, 2019

Dated: November 4th, 2019

Kevin Behnke, Committee Chairman  
By: Marc Holsen, Highway Commissioner

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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HIGHWAY COMMITTEE MINUTES  
November 12th, 2019

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department, 3500 STH 310 Manitowoc, Wisconsin at 4:30 P.M. on this 12<sup>th</sup> day of November, 2019.

Supervisor Behnke called the meeting to order at 4:30 p.m.

**Roll Call:** Supervisors Behnke, Gerroll, Holschbach, and Vogt

**Excused:** Maresh

**Also Present:** Marc Holsen, County Executive Ziegelbauer, Supervisor Swade, Erwin Schuette

**Approval of Minutes:** Supervisor Vogt made a motion, seconded by Supervisor Gerroll to approve the minutes from the October 8th, 2019 meeting. Motion carried.

**Regular Business**

**(Public Comment):** None

**CTH R Driveway Access Request**

Holsen informed the Committee of a recent driveway access request within a controlled access highway segment of CTH R. Mr. Erwin Schuette attended and presented the Committee with his explanation of hardship related to the unsuccessful property sale attempts and interests of his property. He stated his proposed option of dividing the parcel for easier sale in which would entail two additional access points. Supervisor Behnke confirmed that potential land locking would not become an issue. Discussion regarding Class One and Class Two accesses took place. Further discussion followed. Supervisor Holschbach made a motion to approve the request. Seconded by Gerroll. Motion carried. Holsen provided Mr. Schuette with direction as to obtaining the two driveway permits prior to installation.

**Badgerland Aggregate Request**

Holsen informed the Committee of a request from Badgerland Aggregates to alter the earth berm separating the County pit property on CTH Q and Badgerland property for tower storage access purposes. Holsen explained that Badgerland would be responsible for performing the work to include the restoration back to the original state in the future upon the access usage completion. Brief discussion followed. Supervisor Vogt made a motion to approve the request. Seconded by Gerroll. Motion carried.

**Airport Advisory Committee Future**

The Committee continued follow up discussion from the October Highway Committee meeting regarding the future need for continuation of the Airport Advisory Committee. The attendance history, airport activity levels, and previous meeting agenda relevancy discussion took place. Motion made by Gerroll to eliminate the advisory committee and to inform the Airport Advisory Committee members that the need for the body no longer exists. Seconded by Vogt. Motion carried. Holsen stated that a letter informing the current members will be sent relaying this decision message.

### **Contractor Quarry Materials Storage**

Holsen provided the Committee with a revised draft agreement as a continuation from the October Committee meeting proposed from Northeast Asphalt, Inc. for allowed aggregate storage at the STH 310 Highway Department facility. He presented the revised verbiage within clarifying area rental storage fees and availability of affected area. Brief discussion followed. Supervisor Holschbach made a motion to approve the storage agreement. Seconded by Vogt. Motion carried.

### **CTH R Project**

Holsen presented the Committee with drone footage video of the recently completed CTH R (Rapids Road) reconstruction project(s). Discussion also took place regarding the final projects cost outcomes. The Committee thanked Holsen for the project information.

### **CTH CL STP Funding**

Holsen provided the Committee with financial updates related to the upcoming 2020 CTH CL (Hecker Road) reconstruction project. Discussion followed with cost share details. Brief discussion followed.

### **Multimodal Local Supplement**

Holsen presented information on the recently introduced MLS funding program to include details of the allocation cost shares, project selection process and timing of the estimated project award notifications. The Committee discussed possible projects within Manitowoc County that would be potential candidates for this program. No further discussion.

### **County/City MOU**

Holsen presented the Committee with a draft Memorandum of Understanding between the City of Manitowoc and the County for the purposes of clarifying maintenance responsibilities of through county trunk highways within city limits. The Committee thanked Holsen for the proposed efforts.

### **WisDOT RMA 2020**

Holsen presented the Committee with the 2020 WisDOT Routine Maintenance agreement funding along with the past 10-year history. Brief discussion followed.

### **Salt Brine Truck**

Holsen informed the Committee of a maintenance issue discovered within the department's current salt brine application unit. He presented the action taken to replace the unit and the updating benefits related. Brief discussion followed.

### **AVL-GPS**

Holsen informed the Committee of the WisDOT Winter Availability policy update and mandated GPS unit installation on the dedicated trucks through the winter months. He explained the funding of the units as well as the benefits related. The Committee thanked Holsen for the information.

### **Rumble Strips**

Holsen informed the Committee of the WisDOT mandated implementation of the use of rumble strips within traffic flagging operations. Brief discussion followed.

### **Equipment Revenue**

Holsen presented the Committee with a graph displaying the departments revenue history generated by in-house performed work as well as work other municipalities within the County. Brief discussion followed.

### **Right of Way Permit Update**

Holsen informed the Committee of the recent changes within the Right of Way/Driveway permitting requirements. Discussion took place regarding the permit applicant's responsibilities when performing work and/or contracting work within County right of way. Discussion followed.

### **Winter Road School**

Holsen provided the Committee with the draft agenda for the upcoming 2020 annual WCHA Winter Road School event. No further discussion.

### **Overtime Report**

The Committee reviewed the Overtime Report. Holsen explained the impacts of the early start to the winter season and the recent events. Brief discussion followed. No further discussion.

### **Vouchers**

The committee reviewed the vouchers dated October 1, 2019 through October 29, 2019. Supervisor Vogt made a motion to approve the vouchers, seconded by Supervisor Holschbach. Motion carried.

### **Next Meeting Date**

December 10<sup>th</sup>, 2019 @ 4:00 p.m. (Tentative)

### **Adjournment**

Supervisor Gerroll made a motion to adjourn, seconded by Supervisor Holschbach. Motion Carried.

Meeting adjourned at 5:55 p.m.

Submitted by:

Marc A. Holsen,

Highway Commissioner





## **MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE**

**DATE:** December 17, 2019  
**TIME:** 5:30 p.m.  
**PLACE:** Manitowoc County Heritage Center  
1701 Michigan Avenue  
Lower Level Education Room  
Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the Committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order)
2. Approval of the November 12th , 2019 meeting minutes  
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. Airport Lease Transfer Lot #1501
4. CTH S & CTH CL Bid Let Results
5. Overtime Report
6. Vouchers
7. Next Meeting Date: February 11, 2019

Dated: December 10, 2019

Kevin Behnke, Committee Chairman  
By: Marc Holsen, Highway Commissioner

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## HIGHWAY COMMITTEE MINUTES

**December 17<sup>th</sup>, 2019**

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Heritage Center, 1701 Michigan Avenue, Manitowoc, Wisconsin at 5:30 P.M. on this 17<sup>th</sup> day of December, 2019.

Supervisor Behnke called the meeting to order at 5:30 p.m.

**Roll Call:** Supervisor Behnke, Gerroll, Holschbach, Maresh, and Vogt

**Excused:**

**Also Present:** Marc Holsen

**Approval of Minutes:** Supervisor Gerroll made a motion, seconded by Supervisor Vogt to approve the minutes from the November 12<sup>th</sup>, 2019 Meeting. Motion carried.

**Regular Business**

**(Public Comment)** None

**Airport Lease Transfer Lot# 1501**

Holsen presented a letter of request from Mr. Paul Stockhausen to transfer the existing Lot #1501 Airport hangar lease to Mr. Casey Sieracki due to the sale of the hangar structure. Supervisor Maresh made a motion to approve the lease agreement transfer. Seconded by Supervisor Gerroll. Motion carried.

**CTH S & CTH CL Bid Let Results**

Holsen presented the Committee with the December 10, 2019 bid letting results for the 2020 CTH "S" Bridge Replacement and CTH "CL" Reconstruction projects. He explained the favorable comparisons of the estimates and the actual bid prices received. Brief discussion followed in relation to the proposed project schedules. The Committee thanked Holsen for the project updates.

**Overtime Report**

The Committee reviewed the Overtime Report. No further discussion.

**Vouchers**

The committee reviewed the vouchers dated November 5, 2019 to December 3, 2019. Supervisor Gerroll made a motion to approve the vouchers, seconded by Supervisor Vogt. Motion carried.

**Next Meeting Date**

February 11, 2020 @ 4:00 p.m.

**Adjournment**

Supervisor Maresh made a motion to adjourn, seconded by Supervisor Holschbach. Motion carried.

Meeting adjourned at 5:38 p.m.

Submitted by:

Marc A. Holsen,

Highway Commissioner