



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: February 14, 2012
TIME: 4:30 p.m.
PLACE: Manitowoc County Highway Department
3500 STH 310, 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 and acted upon at the meeting:

1. Regular Business. (Call to order, previous minutes, vouchers, etc.)
(Public Input)

Specific subject matters upon which discussion or action is anticipated

2. Tour of Impound Facility
3. Security Options for Highway Buildings
4. Design Selection for State & Federal Projects
5. Airport Advisory Committee Members
6. Air Show – June 2nd and 3rd, 2012
7. Approval of subleases:
Lakeshore Aviation Hangar Site #26, File #585, to Red Lake Air (Fred Vogt),
Lakeshore Aviation Hangar Site #26, File #585, to ORION Energy Systems (Michael Voechting)
Lakeshore Aviation Hangar Site #26, File #585, to Key West Technical Service (Eldredge Sessoms)
Lakeshore Aviation Hangar Site #26, File #585, to Mark Ring
Lakeshore Aviation Hangar Site #26, File #585, to Dave Wallner

Lakeshore Aviation Hangar Site #27, File #591, to Russ Halverson
Lakeshore Aviation Hangar Site #27, File #591, to Richard Kalies

EAA 383 Rahr Hangar, Hangar Site #22, File #520, to Bruce Morton
EAA 383 Rahr Hangar, Hangar Site #22, File #520, to Paul Biegun
EAA 383 Rahr Hangar, Hangar Site #22, File #520, to Don Wunsch
EAA 383 Rahr Hangar, Hangar Site #22, File #520, to Douglas Rohde
8. 2012 NACE Conference
9. Vehicle Allowance
10. 2011 Budget & Overtime Reports
11. Vouchers
12. Next Meeting Date

Dated: February 9, 2012

Donald Markwardt, Committee Chair
By: Gary L. Kennedy, 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
February 14, 2012

The Manitowoc County Highway Committee convened into an *open* session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI being the 14th day of February, 2012.

Chair Markwardt called the meeting to order at 4:30 p.m.

Roll Call Present were Chair Markwardt, Supervisors Behnke, Konen, Bauknecht, and Korinek.

Excused None

Also Present Commissioner Gary Kennedy, Road Supt. Brian Glaeser, Patrol Supt./Airport Manager, Chuck Behnke, Sheriff Robert Hermann, and Administrative Assistant, Mary Koch.

Approval of Minutes Sup. Bauknecht made a motion, seconded by Sup. Konen to accept the minutes from the December 13, 2011 meeting. Motion carried.

Public Input None

Tour of Impound Facility The committee toured the Impound Building located on the grounds of the Highway Department for security purposes.

Security Options for Highway Buildings

The committee viewed the main entrance to the administration office at the Highway Department to insure the safety of the Highway Department staff. It was the decision of the committee that an intercom system be installed in the front entrance for the safety of the staff.

Design Selection for State and Federal Projects

Commissioner Kennedy presented the design plans submitted by ten engineering firms for upcoming State and Federal projects on CTH "B", "BB", "T", and "W". Motion made by Sup. Behnke, seconded by Sup. Korinek to have the Highway Department staff do more evaluating and research and present the information at the March meeting. Motion carried.

Airport Advisory Committee Members

This matter will be placed on the May agenda.

Air Show – June 2nd and 3rd

Airport Manager Behnke informed the committee that the Air Show at the Manitowoc County Airport will be celebrating its 20th anniversary. It was suggested that fireworks be held at the airport for this year's show. Chuck Behnke advised that all permits will be obtained for this event.

Approval of Subleases

The committee reviewed the Request to Sublease and Consent to Sublease for the subleases listed below:

- Lakeshore Aviation Hangar Site #26, File #585, to Red Lake Air (Fred Vogt),
- Lakeshore Aviation Hangar Site #26, File #585, to ORION Energy Systems (Michael Voechting)
- Lakeshore Aviation Hangar Site #26, File #585, to Key West Technical Service (Eldredge Sessoms)
- Lakeshore Aviation Hangar Site #26, File #585, to Mark Ring
- Lakeshore Aviation Hangar Site #26, File #585, to Dave Wallner

Lakeshore Aviation Hangar Site #27, File #591, to Russ Halverson
Lakeshore Aviation Hangar Site #27, File #591, to Richard Kalies

EAA 383 Rahr Hangar, Hangar Site #22, File #520, to Bruce Morton
EAA 383 Rahr Hangar, Hangar Site #22, File #520, to Paul Biegun
EAA 383 Rahr Hangar, Hangar Site #22, File #520, to Don Wunsch
EAA 383 Rahr Hangar, Hangar Site #22, File #520, to Douglas Rohde

Motion made by Sup. Markwardt, seconded by Sup. Bauknecht to approve the Request to Sublease and Consent to Sublease for all the Subleases listed above. Motion carried.

2012 NACE Conference

Commissioner Kennedy informed the committee that he will be attending the 2012 NACE Conference (National Association of County Engineers) April 1st thru April 5th in Kentucky, and is requesting approval of the committee for out of State travel to attend the conference. The WCHA (Wisconsin County Highway Association) pays 100% of the costs for his attendance at this conference. Motion made by Sup. Bauknecht, seconded by Sup. Konen supporting the resolution for Out of State Travel for Commissioner Kennedy which will come before the County Board. Motion carried.

Vehicle Allowance

The committee reviewed Commissioner Kennedy's and Road Superintendent Glaeser's vehicle allowance for 2011. Motion made by Sup. Behnke, seconded by Sup. Korinek approving the 2011 vehicle allowance for Commissioner Kennedy and Road Superintendent Glaeser. Motion carried.

2011 Budget & Overtime Report,

The committee reviewed the 2011 Budget and Overtime report along with the 2012 reports.

Vouchers The committee reviewed the vouchers from 12/13/11 to 2/14/12. Motion made by Sup. Behnke, seconded by Sup. Konen to approve the vouchers. Motion carried.

Next Meeting The next meeting will be held on Tuesday March 13, 2012 at 4:30 p.m. at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI.

Adjournment Motion to adjourn at 5:35 p.m. was made by Sup. Bauknecht, seconded by Sup. Konen. Motion carried.

Submitted by:

Mary Koch,
Administrative Assistant



**MANITOWOC COUNTY
HIGHWAY COMMITTEE
MEETING NOTICE**

DATE: March 13, 2012
TIME: 4:30 p.m.
PLACE: Manitowoc County Highway Department
3500 STH 310
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 and acted upon at the meeting:

1. Regular Business. (Call to order, previous minutes, vouchers, etc.)

(Public Input)

Specific subject matters upon which discussion or action is anticipated

2. Driveway Permits
3. Airport Air Show Permit
4. Air Show – June 2nd and 3rd, 2012
5. Design Selection for CTH “W” and “T”
6. Design Selection for Bridges on CTH “B” and CTH “BB”
7. 2012 Budget & Overtime Reports
8. Vouchers
9. Next Meeting Date

Dated: March 2, 2012

Donald Markwardt, Committee Chair
By: Gary L. Kennedy, 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

March 13, 2012

The Manitowoc County Highway Committee convened into an *open* session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI being the 13th day of March, 2012.

Chair Markwardt called the meeting to order at 4:30 p.m.

Roll Call Present were Chair Markwardt, Supervisors Konen, Bauknecht, and Korinek.

Excused Supervisor Behnke

Also Present Commissioner Gary Kennedy, Road Supt. Brian Glaeser, and Administrative Assistant, Mary Koch.

Approval of Minutes Sup. Bauknecht made a motion, seconded by Sup. Korinek to accept the minutes from the February 14, 2012 meeting. Motion carried.

Public Input None

Driveway Permits

Commissioner Kennedy advised that this matter will be placed on the May agenda for review by the next Highway Committee.

Airport Air Show Permit

The committee reviewed the Permit For Use of the Manitowoc County Airport for the air show in June. Motion made by Sup. Konen to approve the permit for the air show, seconded by Sup. Bauknecht. Motion carried.

Air Show – June 2nd & 3rd, 2012

The Commissioner advised that the City of Manitowoc wants to charge a fee for police and fire protection this year during the air show. Committee discussed the issue. This matter will also be placed on the May agenda for further discussion.

Design Selection for CTH “W” and “T”

The committee and the commissioner evaluated the 10 engineering firms that submitted their proposals for the design road work on CTH W & T. After reviewing and evaluating the proposals, a motion was made by Sup. Bauknecht, seconded by Sup. Konen to award the design work for CTH W to OMNI Associates and to award the design work for CTH T to AYRES Associates. Motion Carried.

Design Selection for Bridges on CTH “B” and CTH “BB”

The committee and the commissioner evaluated the 10 engineering firms that submitted their proposals for the design road work on CTH B & CTH BB. After reviewing and evaluating the proposals, a motion was made by Sup. Korinek, seconded by Sup. Bauknecht to award the design bridge work for CTH B to Donohue Associates and to award the design bridge work for CTH BB to Cedar Corporation. Motion carried.

2012 Budget & Overtime Report,

The committee reviewed the 2012 Budget and Overtime reports. The budget is on target.

Vouchers The committee reviewed the vouchers from 2/13/12 to 3/9/12. Motion made by Chair Markwardt, seconded by Sup. Bauknecht to approve the vouchers. Motion carried.

Next Meeting The next meeting will be held on May 8, 2012 at 4:30 p.m. at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI.

Adjournment Motion to adjourn at 5:10 p.m. was made by Sup. Konen, seconded by Chair Markwardt. Motion carried.

Submitted by:

Mary Koch,

Administrative Assistant



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: May 8, 2012
TIME: 4:30 p.m.
PLACE: Manitowoc County Highway Department
3500 STH 310
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 and acted upon at the meeting:

1. Regular Business. (Call to order, previous minutes, vouchers, etc.)

(Public Input)

Specific subject matters upon which discussion or action is anticipated

2. WisDOT's Five-Year Plan
3. Driveway Permits
4. WCHA Road School – June 4, 5, & 6th, 2012 Wisconsin Dells
5. Staffing Levels at the Highway Department
6. Land Parcel for Salt Shed for Town of Eaton
7. Air Show – June 2nd and 3rd, 2012
8. Appointment of Airport Advisory Committee Member
9. 2012 Budget & Overtime Reports
10. Vouchers
11. Next Meeting Date

Dated: April, 26, 2012

Rick Gerroll, Committee Chair
By: Gary L. Kennedy, 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

May 8, 2012

The Manitowoc County Highway Committee convened into an *open* session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI being the 8th day of May, 2012.

Chair Gerroll called the meeting to order at 4:30 p.m.

Roll Call Present were Chair Gerroll, Supervisors Behnke, Vogt, and Dufek.

Excused Supervisor Bauknecht

Also Present Commissioner Gary Kennedy, Road Supt. Brian Glaeser, County Executive Bob Ziegelbauer, and Administrative Assistant, Mary Koch.

Approval of Minutes Sup Behnke made a motion, seconded by Sup. Vogt to accept the minutes from the March 13, 2012 meeting. Motion carried.

Public Input None

WisDOT's Five-Year Plan

The WisDOT did not make the meeting; will look into scheduling them for the July meeting. Commissioner Kennedy explained some of the upcoming State projects to the committee.

Driveway Permits

The Commissioner explained that our Controlled Access policy regulates the provisions for our Driveway Permits at the Highway Department. He advised that Corporation Counsel Rollins is working on updating this policy.

WCHA Road School – June 4, 5, & 6, 2012 Wisconsin Dells

Supervisor Behnke and Supervisor Vogt will be attending the Road School in June.

Staffing Levels at the Highway Department

Commissioner Kennedy updated the committee as to staffing levels at the Highway Department from 2009 to the present. County Executive Bob Ziegelbauer informed the committee as to the cost savings for our department.

Land Parcel for Salt Shed for Town of Eaton

The Town of Eaton wants to purchase a small parcel of land at our St. Nazianz Shop to erect a salt shed. An easement would also be necessary. Discussion held by the committee. The matter will be placed on the next agenda.

Air Show – June 2nd and 3rd 2012

The committee discussed the upcoming Air Show events.

Appointment of Airport Advisory Committee Member

Supervisor Markwardt retired as a member of Airport Advisory Committee. Supervisor Vogt will fill this position on the Airport Advisory Committee.

2012 Budget & Overtime Report,

The committee reviewed the 2012 Budget and Overtime reports. Road Superintendent, Brian, Glaeser, explained the overtime guidelines to the committee.

Vouchers The committee approved the vouchers from March 12, 2012 to May 4, 2012. Motion made by Supervisor Behnke, seconded by Supervisor Dufek to approve the vouchers. Motion carried.

Next Meeting The next meeting will be held on July 10, at 4:00 p.m. at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI.

Adjournment Motion to adjourn by Supervisor Behnke, at 5:30 p.m., seconded by Supervisor Dufek. Motion carried.

Submitted by:

Mary Koch,

Administrative Assistant



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: July 10, 2012
TIME: 4:00 p.m.
PLACE: Manitowoc County Highway Department
3500 STH 310
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 and acted upon at the meeting:

1. Regular Business. (Call to order, previous minutes, vouchers, etc.)

(Public Input)

Specific subject matters upon which discussion or action is anticipated

2. Driveway Permit Denial - Darryl Valenta
3. Election of Vice-Chair
4. Land Parcel for Salt Shed for Town of Eaton
5. Five and Ten-Year Plan for Airport Improvements
6. 2012 Budget & Overtime Reports
7. Vouchers
8. Shop Tour
9. Next Meeting Date

Dated: June 26, 2012

Rick Gerroll, Committee Chair
By: Gary L. Kennedy, 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
July 10, 2012

The Manitowoc County Highway Committee convened into an *open* session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI being the 10th day of July, 2012.

Chair Gerroll called the meeting to order at 4:00 p.m.

Roll Call Present were Chair Gerroll, Supervisors Behnke, Bauknecht, Vogt, and Dufek.

Excused None

Also Present Commissioner Gary Kennedy, Road Supt. Brian Glaeser, Patrol Supt./Airport Mgr., Chuck Behnke, Shop Superintendent, Wayne Sleger, Parks/Road Superintendent, Adam Backus and Darrell Valenta.

Approval of Minutes Supervisor Vogt made a motion, seconded by Supervisor Behnke to accept the minutes from the May 8, 2012 meeting. Motion carried.

Public Input None

Driveway Permit Denial – Darrell Valenta

The committee reviewed and discussed the proposed driveway permit for Darrell Valenta. Darrell spoke to the committee about his conflicts with his ex-wife and relatives that they will not allow him to use their driveways anymore after the property was divided after his divorce. The commissioner mentioned that there are 6 driveways already in this location, which is the most allowed by county code. The committee recommended the following 3 options for Darrell; to install a temporary driveway up to 60 days to harvest his timber, or to go back to the judge and explain the hardship about entering his property, or get permission from his relatives to use their driveways. The commissioner would also write a letter or talk to the attorney or judge about the county code on driveway permits if Darrell requested.

Election of Vice-Chair

The committee discussed the election of a Vice Chairman for the Highway Committee. Motion made by Supervisor Vogt, seconded by Supervisor Dufek to elect Supervisor Behnke, Vice Chair of the Highway Committee. Motion carried.

Land Parcel for Salt Shed for Town of Eaton

This matter will be reviewed during the road tour next month.

Five and Ten-Year Plans for Airport Improvement

The committee reviewed the Five and Ten-Year Plans for Airport Improvement. Discussion held by the committee. Motion by Supervisor Vogt, seconded by Supervisor Bauknecht to approve the six year plan for the county airport and forward a resolution to the County Board for their review and approval. Motion carried.

2012 Budget & Overtime Reports

The committee reviewed the 2012 Budget and Overtime reports.

Vouchers

The committee approved the vouchers from May 7, 2012 to July 6, 2012. Motion made by Supervisor Behnke, seconded by Supervisor Dufek to approve the vouchers. Motion carried.

Shop Tour

The committee took a tour of the Manitowoc Shop including the quarry and outside facilities and buildings located at the Manitowoc Shop.

Next Meeting Date

The next meeting will be held on August 9, 2012 at 4:00 p.m. at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI

Adjournment

Motion made by Supervisor Bauknecht, seconded by Supervisor Dufek, to adjourn at 5:30 p.m. Motion carried.

Submitted by:

Gary L. Kennedy,
Highway Commissioner



**MANITOWOC COUNTY
HIGHWAY COMMITTEE
MEETING NOTICE**

DATE: August 9, 2012
TIME: 4:00 p.m.
PLACE: Manitowoc County Highway Department
3500 STH 310
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 and acted upon at the meeting:

1. Regular Business. (Call to order, previous minutes, vouchers, etc.)

(Public Input)

Specific subject matters upon which discussion or action is anticipated:

2. Sublease for Red Lake Air, LLC
3. 2012 Budget & Overtime Reports
4. Vouchers
5. Road Tour
6. Next Meeting Date

Dated: July 24, 2012

Rick Gerroll, Committee Chair
By: Gary L. Kennedy, 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 9, 2012

The Manitowoc County Highway Committee convened into an *open* session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI being the 9th day of August, 2012.

Chair Gerroll called the meeting to order at 4:00 p.m.

Roll Call Present were Chair Gerroll, Supervisors Behnke, Bauknecht, Vogt, and Dufek.

Excused – None

Also Present Commissioner Gary Kennedy, Road Supt. Brian Glaeser, Patrol Supt./Airport Mgr., Chuck Behnke, Corporation Counsel Rollins, Town Chair Dan Christopherson, and Administrative Assistant, Mary Koch.

Approval of Minutes Supervisor Vogt made a motion, seconded by Supervisor Behnke to accept the minutes from the July 10, 2012 meeting. Motion carried.

Public Input None

Sublease for Red Lake Air, LLC

Corporation Counsel briefed the Committee on the status of discussions with Red Lake Air's legal counsel on the terms and conditions of Red Lake's space sublease in the FBO hangar. An agreement has been reached on mutually acceptable language. Corporation Counsel recommends that the Committee approve the revised form (Request for Consent and Consent to Partial Sublease Under Fix Base Operator Agreement) and that the Highway Commissioner be authorized to incorporate the revised language into any existing consent upon request. Moved to approve and adopt the Corporation Counsel's recommendation by Supervisor Vogt, seconded by Supervisor Behnke. Approved unanimously.

2012 Budget & Overtime Reports

The committee reviewed the 2012 Budget and Overtime reports. Commissioner Kennedy updated the committee on overtime and advised there are no issues with the budget.

Vouchers

The committee approved the vouchers from 7/9/12 to 8/3/12. Motion made by Supervisor Behnke, seconded by Supervisor Dufek to approve the vouchers. Motion carried.

Road Tour

The committee conducted a road tour of the construction projects, outlying Shops, and the Manitowoc County Airport.

Next Meeting Date

The next meeting will be held on September 11, 2012 at 4:30 p.m. at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI

Adjournment

Motion made by Supervisor Dufek, seconded by Chair Gerroll, to adjourn at 7:10 p.m.. Motion carried.

Submitted by:

Mary Koch,

Administrative Assistant



MANITOWOC COUNTY
HIGHWAY COMMITTEE
AMENDED MEETING NOTICE

DATE: September 18, 2012
TIME: 6:00 p.m.
PLACE: UW-Manitowoc (Room L175)
705 Viebahn Street
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, previous minutes, vouchers, etc.)

(Public Input)

Specific subject matters upon which discussion or action is anticipated

2. Subleases for Red Lake Air, LLC
3. Lakeshore Aviation's Request to Extend Hangar Lease
4. *Request for Consent & Consent to Assignment of Lease from Ralph J. Strauss Estate (2012-PR-97 Manitowoc) to David Herrmann, Lot #2119, File #540.*
5. Additional Member for Airport Advisory Committee
6. Sale of Land Parcel to the Town of Eaton
7. Mishicot Shop – Replace or Rebuild
8. 2012 Budget & Overtime Reports
9. Vouchers
10. Next Meeting Date

Dated: September 5, 2012

Amended: September 17, 2012 @ 7:57 a.m.

Rick Gerroll, Committee Chair
By: Gary L. Kennedy, 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
September 18, 2012

The Manitowoc County Highway Committee convened into an *open* session at UW-Manitowoc, 705 Viebahn Street, (Room L175), Manitowoc, WI being the 18th day of September, 2012.

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

Roll Call: Present Supervisors Behnke, Bauknecht, Vogt, and Dufek.

Excused: Chair Rick Gerroll

Also Present Commissioner Gary Kennedy, Curt Drumm, FBO, Lakeshore Aviation, Supervisors Hoffman and Waack and Dan Christoperson, Town Chairman of Eaton.

Approval of Minutes Supervisor Bauknecht made a motion, seconded by Supervisor Vogt to accept the minutes from the August 9, 2012 meeting. Motion carried.

Public Input None

Sublease for Red Lake Air, LLC

Commissioner Kennedy explained the Request for Consent and Consent to Partial Sublease under Fixed Base Operator Agreement from Lakeshore Aviation, LLC to Red Lake Air, LLC which was received from Michelle Birschbach, the attorney for Red Lake Air, LCC. He informed the committee that the request satisfies Lakeshore Aviation's obligation under the Fixed Base Operator Agreement and recommends that the Highway Committee consent to the partial sublease. Motion made by Supervisor Vogt, seconded by Supervisor Dufek, to consent to the Partial Sublease Under Fixed Base Operator Agreement from Lakeshore Aviation to Red Lake Air. Motion carried.

Lakeshore Aviation's Request to Extend Hangar Lease

Curt Drumm informed the committee about the additional airplanes that will be located at the airport and with these additional planes, he is requesting to exercise an option in his Ground Lease, Lot #1815, File #591 to expand the current premises to the west that is described in his lease. Curt also requested to renew this lease option for an additional five years after December 31, 2020 because of the 10 year financing he requested from the county. Discussion held. Motion made by Supervisor Bauknecht, seconded by Supervisor Vogt to approve these requests with the approval of Corporation Counsel. Motion carried.

Request for Consent & Consent to Assignment of Lease from Ralph J. Strauss Estate (2012-PR-97 Manitowoc) to David Herrmann, Lot #2119, File #540.

The committee reviewed the Consent & Consent to Assignment of Lease from the Ralph J. Strauss Estate to David Herrmann. Motion made by Sup. Vogt, seconded by Sup. Bauknecht to approve the Assignment of Lease from Ralph J. Strauss Estate (2012-PR Manitowoc) to David Herrmann, Lot #2119, File #540. Motion carried.

Additional Member for Airport Advisory Committee

There has been a request by the Airport Advisory Committee to add Jim Ruffolo to the Airport Advisory Committee. After further discussion by the Highway Committee, no action was taken.

Sale of Land Parcel to the Town of Eaton

After discussion by the committee regarding a parcel of property located behind the St. Nazianz Highway Shop, the committee approved the sale of this parcel (0.42 acres) to the Town of Eaton for \$3,900.00 representing fair market value. Motion made by Supervisor Bauknecht, seconded by Supervisor Vogt, approving the sale of 0.42 acres to the Town of Eaton for fair market value of \$3,900.00. Motion carried.

Mishicot Shop – Replace or Rebuild

The committee discussed the possibility of replacing or rebuilding the Mishicot Shop. This matter was tabled and will be placed on the October 9th agenda.

2012 Budget & Overtime Reports

The committee reviewed the 2012 Budget and Overtime reports and the commissioner stated that the 2012 budget is on target.

Vouchers

The committee approved the vouchers from 8-6-12 to 9-14-12. Motion made by Supervisor Bauknecht, seconded by Supervisor Vogt to approve the vouchers. Motion carried.

Next Meeting Date

The next meeting will be held on October 9, 2012 at 4:30 p.m. at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI

Adjournment

Motion made by Supervisor Dufek, seconded by Supervisor Bauknecht, to adjourn at 6:50 p.m. Motion carried.

Submitted by:

Gary L. Kennedy,
Highway Commissioner



**MANITOWOC COUNTY
HIGHWAY COMMITTEE
MEETING NOTICE**

DATE: October 9, 2012
TIME: 6:00 p.m.
PLACE: UW-Manitowoc (Cafeteria)
705 Viebahn Street
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, previous minutes, vouchers, etc.)
(Public Input)

Specific subject matters upon which discussion or action is anticipated

2. Request for Consent & Consent to Sublease (Jerry Rabitz, Lessee) and (James Wachholz & Dan Dvorak, Sublessee) T-Hanger #3, File #555
3. Lakeshore Aviation's Request to Extend FBO Lease
4. WCHA Road School 2013 Wisconsin Dells, January 14, 15, 16th
5. 2012 Budget & Overtime Reports
6. Vouchers
7. Next Meeting Date

Dated: September 25, 2012

Rick Gerroll, Committee Chair
By: Gary L. Kennedy, 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

October 9, 2012

The Manitowoc County Highway Committee convened into an *open* session at UW-Manitowoc, 705 Viebahn Street, Manitowoc, WI being the 9th day of October, 2012.

Chair Rick Gerroll called the meeting to order at 6:00 p.m.

Roll Call: Present Chair Gerroll, Supervisors Behnke, Bauknecht, Vogt, and Dufek.

Also Present Commissioner Gary Kennedy, County Executive Bob Ziegelbauer, Curt Drumm, FBO, Lakeshore Aviation.

Approval of Minutes Supervisor Behnke made a motion, seconded by Supervisor Vogt to accept the minutes from the September 18, 2012 meeting. Motion carried.

Public Input None

Request for Consent & Consent to Sublease (Jerry Rabitz, Lessee) and (James Wachholz & Dan Dvorak, Sublessee) T-Hangar #3, File #555

The committee reviewed the Request for Consent & Consent to Sublease. Motion made by Supervisor Behnke, seconded by Supervisor Vogt, to approve the Request for Consent and Consent to Sublease from Jerry Rabitz, Lessee, to James Wachholz and Dan Dvorak, Sublessee for T-Hangar #3. Motion carried.

Lakeshore Aviation's Request to Extend FBO Lease

The commissioner explained Curt Drumm's written request to renew his lease agreement for an additional period of 5 years. Curt explained Lakeshore Aviation's accomplishments since 2005 and his investment into the airport. Discussion followed. Motion by Supervisor Behnke, Seconded by Supervisor Bauknecht to deny Curt's request. Motion carried. Supervisor Dufek voted no.

WCHA Road School 2013 – Wisconsin Dells, January 14, 15, 16th

The commissioner informed the committee of the upcoming Road School. The committee will advise the commissioner at the next meeting if they will attend the Road School in January.

2012 Budget & Overtime Reports

The committee reviewed the 2012 Budget and Overtime reports and the commissioner stated that the 2012 budget is on target. He also explained the proposed 2013 budget and the loss of transportation aids the past three years and what the future aids will be if budgets continue to be decreased.

Vouchers

The committee approved the vouchers from 9-14-12 to 10-8-12. Motion made by Supervisor Bauknecht, seconded by Supervisor Vogt to approve the vouchers. Motion carried.

Next Meeting Date

The next meeting will be held on November 13, 2012 at 4:30 p.m. at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI

Adjournment

Motion made by Supervisor Dufek, seconded by Supervisor Bauknecht to adjourn at 6:55 p.m. Motion carried.

Submitted by:

Gary L. Kennedy,
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: November 13, 2012
TIME: 4:30 p.m.
PLACE: Manitowoc County Highway Department
3500 STH 310
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, previous minutes, vouchers, etc.)

(Public Input)

Specific subject matters upon which discussion or action is anticipated

2. 2013 Budget
3. Request to lower the speed limit on CTH J in Clarks Mills
4. Request for Consent and Consent to Sublease from Lakeshore Aviation, Curt Drumm, to Don Kiel, Lot #2206
5. Request for Consent and Consent to Sublease from David Herrmann to Lee Szalewski, Lot #2119
6. Resurfacing CTH "W" from CTH "JJ" to STH "151"
7. WCHA Road School 2013 Wisconsin Dells, January 14, 15, 16th
8. Wages for Night Shift Employees
9. Starting wages for New Employees
10. 2012 Budget & Overtime Reports
11. Vouchers
12. Next Meeting Date

Dated: November 5, 2012

Rick Gerroll, Committee Chair
By: Gary L. Kennedy, 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
November 13, 2012

The Manitowoc County Highway Committee convened into an *open* session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI being the 13th day of November, 2012.

Chair Rick Gerroll called the meeting to order at 4:30 p.m.

Roll Call: Present Chair Gerroll, Supervisors Behnke, Bauknecht, Vogt, and Dufek.

Also Present Commissioner Gary Kennedy, Road Superintendent, Brian Glaeser, County Executive, Bob Ziegelbauer, and Mary Koch, Administrative Assistant.

Approval of Minutes Supervisor Behnke made a motion, seconded by Supervisor Vogt to accept the minutes from the October 9, 2012 meeting. Motion carried.

Public Input None

2013 Budget

The Commissioner explained the status of the 2013 budget and the cut in transportation aids to the Highway Department. He further informed the committee that we will be filling up to 4 positions depending on weather and other circumstances, which are in the 2013 budget.

Request to Lower the Speed Limit on CTH “J” in Clarks Mills

Commissioner Kennedy advised that this matter came before Safety & Traffic Committee and was approved by the committee to lower the speed limit, subject to the approval of the Highway Committee and County Board. The Cato Town Board scheduled a meeting; no one attended, so no action was taken. Discussion held. Motion made by Supervisor Vogt, seconded by Supervisor Behnke denying the request to lower the speed limit on CTH “J” in Clarks Mills. Motion carried.

Request for Consent & Consent to Sublease from Lakeshore Aviation, Curt Drumm to Don Kiel, Lot #2206

The committee reviewed the Request for Consent & Consent to Sublease. Motion made by Supervisor Bauknecht, seconded by Supervisor Behnke, to approve the Request for Consent and Consent to Sublease from Lakeshore Aviation, Curt Drumm, Lessee to Don Kiel, Sublessee for Lot #2206. Motion carried.

Request for Consent and Consent to Sublease from David Herrmann to Lee Szalewski, Lot #2119

The committee reviewed the Request for Consent & Consent to Sublease. Motion made by Supervisor Vogt, seconded by Supervisor Behnke, to approve the Request for Consent and Consent to Sublease from David Herrmann, Lessee, to Lee Szalewski, Sublessee for Lot #2119. Motion carried.

Resurfacing CTH “W” from CTH “JJ” to STH “151”

Commissioner Kennedy advised that this project will be 80% funded by the federal government and 20% by the county. The project will consist of 3.25 miles and currently is in design. Construction will begin in 2014.

WCHA Road School 2013 Wisconsin Dells, January 13, 15, and 16th

Supervisor Vogt will be attending the 2013 WCHA Road School.

Wages for Night Shift Employees

The night shift is from December thru March to provide 24 hour road maintenance on I-43 and state highways, which would require 2 employees to work Sunday thru Thursday 8:00 p.m. – 4:00 a.m. Commissioner Kennedy is requesting the approval of the committee for 50 cents per hour increase in the base wage during operation of the night shift. He advised that the DOT pays 100% of the wages for this position. Motion made by Supervisor Dufek, seconded by Supervisor Bauknecht approving the 50 cents per hour increase of the base wage. Supervisors Vogt and Behnke abstained. Motion carried.

Starting Wages for New Employees

Commissioner Kennedy advised that the department will be interviewing to fill up to 4 positions. He expressed the need to pay more than midpoint for a person with skilled labor such as an equipment operator with more qualifications. He requested the committee's approval to start these individuals above midpoint. Motion made by Supervisor Dufek, seconded by Supervisor Bauknecht to approve these start wages above midpoint. Supervisors Vogt and Behnke abstained. Motion carried.

2012 Budget & Overtime Reports

The committee reviewed the 2012 Budget. The Commissioner advised the budget is on target.

Vouchers

The committee approved the vouchers from 10-8-12 to 11-9-12. Motion made by Supervisor Dufek, seconded by Supervisor Behnke to approve the vouchers. Motion carried.

Next Meeting Date

The next meeting will be held on December 11, 2012 at 4:30 p.m. at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI

Adjournment

Motion made by Supervisor Bauknecht, seconded by Supervisor Dufek to adjourn at 5:15 p.m. Motion carried.

Submitted by:

Mary L. Koch,
Administrative Assistant



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: December 11, 2012
TIME: 4:30 p.m.
PLACE: Manitowoc County Highway Department
3500 STH 310, 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, previous minutes, vouchers, etc.)

(Public Input)

Specific subject matters upon which discussion or action is anticipated

2. 2013 Budget
3. Resolution to Project the State Transportation Fund
4. USH 10/STH 42 (Waldo Boulevard) Reconstruction
5. Assignment of Hangar Lease Robert Ferree and Steve Lauson to Richard Wrobel and Joe Casadonte, Lot #2111
6. WCHA Road School 2013 Wisconsin Dells, January 14, 15, 16th
7. 2012 Budget & Overtime Reports
8. Vouchers
9. Next Meeting Date

Dated: December 4, 2012

Rick Gerroll, Committee Chair
By: Gary L. Kennedy, 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
December 11, 2012

The Manitowoc County Highway Committee convened into an *open* session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI being the 11th day of December, 2012.

Chair Rick Gerroll called the meeting to order at 4:30 p.m.

Roll Call: Present Chair Gerroll, Supervisors Behnke, and Dufek.

Excused: Supervisors Bauknecht and Vogt.

Also Present Commissioner Gary Kennedy and Administrative Assistant, Mary Koch.

Approval of Minutes Supervisor Behnke made a motion, seconded by Supervisor Dufek to accept the minutes from the November 13, 2012 meeting. Motion carried.

Public Input None

2013 Budget

The Commissioner and committee discussed the recently passed budget by the County Board.

Resolution to Project the State Transportation Fund

Gary Kennedy explained to the committee the importance of Wisconsin's transportation infrastructure and how it is a fundamental component to attract and retain business and produce jobs. This is the same Resolution that was initially passed in 2010, which protects our transportation fund. Discussion held. Motion made by Sup. Behnke, seconded by Sup. Dufek approving the Resolution Urging State Legislators to Vote In Favor of Transportation Dollars for Transportation. Motion carried.

USH 10/STH 42 (Waldo Boulevard) Reconstruction

The committee was given a map showing the upcoming reconstruction and resurfacing which will include the construction of a 4-lane roundabout at the intersection of CTH "R" and USH10/STH 42 in 2016. He advised the committee that there would be no cost assessed to Manitowoc County for this project and expressed he is in favor of the project. Motion made by Sup. Behnke, seconded by Sup. Dufek supporting the reconstruction of the roundabout at the intersection of USH/10/STH 42 as it relates to Manitowoc County's jurisdiction for CTH "R". Motion carried.

Assignment of Hangar Lease Robert Ferree & Steve Lauson to Richard Wrobel & Joe Casadonte, Lot #2111

Motion made by Sup. Behnke, seconded by Sup. Dufek to approve the assignment of Hangar Lease #2111 from Robert Ferree and Steve Lauson to Richard Wrobel and Joe Casadonte. Motion carried.

WCHA Road School 2013 Wisconsin Dells, January 13, 15, and 16th

Supervisor Vogt will be attending the 2013 WCHA Road School. Final plans were confirmed.

2012 Budget & Overtime Reports

The committee reviewed the 2012 budget. The Commissioner advised that it is on target even with the first snow storm of the season.

Vouchers

The committee approved the vouchers from 11-12-12 to 12-7-12. Motion made by Sup. Behnke, seconded by Supervisor Dufek to approve the vouchers. Motion carried.

Next Meeting Date

The next meeting will be held on February 12, 2013 at 4:30 p.m. at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI

Adjournment

Motion made by Sup. Behnke, seconded by Supervisor Dufek to adjourn at 5:05 p.m. Motion carried.

Submitted by:

Mary L. Koch,

Administrative Assistant