



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: February 12, 2013
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. Lease Extension for Broadwind Towers & Heavy Industries
3. Lease Extension for Evenson Construction – Rogne’s Pit
4. Lease Extension for Highway Landscapers
5. Reconstruction of Airport Advisory Committee
6. Approval of Permit For Use of the Manitowoc County Airport for Airshow
7. Vehicle Allowance
8. Bridge Replacement on CTH “R” in Rapids
9. Incidental Labor Rates
10. Utility Policy Update
11. Claim for Clark Mills Sanitary District
12. Equipment Needs for 2013
13. 2013 Budget & Overtime Reports
14. Vouchers
15. Next Meeting Date

Dated: February 4, 2013

Rick Gerroll, Committee Chairman
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 12, 2013

The Manitowoc County Highway Committee convened into an *open* session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI being the 12th day of February, 2013.

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

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

Excused: None

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

Approval of Minutes Supervisor Vogt made a motion, seconded by Supervisor Behnke to accept the minutes from the December 11, 2012 meeting. Motion carried.

Public Input None

Lease Extension for Broadwind Towers & Heavy Industries

Commissioner Kennedy informed the committee that Broadwind Towers & Heavy Equipment Industries' lease will expire on May 31, 2013. Broadwind Towers is requesting another two-year extension of its lease to May 31, 2015. Discussion held. Motion made by Supervisor Bauknecht, seconded by Supervisor Vogt granting an extension of Broadwind Towers & Heavy Industries' lease to May 31, 2015. Motion carried.

Lease Extension for Evenson Construction – Rogne's Pit

The commissioner was contacted by Evenson Construction requesting an extension to its current lease for Lutze Pit, a/k/a Rogne's Pit to March 31, 2017. Discussion held by committee. Motion made by Supervisor Dufek, seconded by Supervisor Behnke to renew the lease to Evenson Construction to March 31, 2017. Motion carried.

Lease Extension for Highway Landscapers

The committee reviewed the request to extend the original lease for Highway Landscapers for an additional two years to August 16, 2015. Discussion held. Motion made by Supervisor Behnke, seconded by Supervisor Bauknecht to renew Highway Landscapers, Inc. lease an additional two years to August 16, 2015. Motion carried.

Reconstruction of Airport Advisory Committee

Commissioner Kennedy advised that there has been an issue with lack of attendance at the Airport Advisory Committee meeting and meetings cancelled because of this. Member reconstruction and number of meetings held per year was discussed by the Committee. It was suggested that there be four quarterly meetings per year. If you miss two of these meetings, you will not be a member of the Airport Advisory Committee. The number of committee members was also discussed. This matter will be placed on the agenda for Airport Advisory Committee's March meeting.

Approval of Permit For Use of the Manitowoc County Airport for Airshow

Commissioner Kennedy presented to the committee and the committee reviewed the Permit for use of the Manitowoc County Airport for the Airshow June 8th and 9th 2013. Motion made by Supervisor Behnke, seconded by Supervisor Vogt, to approve the permit and have the permit signed as accepted by Manitowoc Aviation Resources, Inc., Curt Drumm, Executive Director. Motion carried.

Vehicle Allowance

Commissioner Kennedy presented the 2013 actual vehicle allowance calculations to the Highway Committee for Brian Glaeser, Road Superintendent, and himself. Committee reviewed the calculations, which reflected an average for the last three years. Motion made by Supervisor Vogt, seconded by Supervisor Bauknecht to approve the 2013 vehicle allowance for Commissioner Kennedy and Road Superintendent Glaeser. Motion carried.

Bridge Replacement on CTH "R" in Rapids

The commissioner advised the rating on this bridge came back at 38. A rating below 50 is cause for concern. Approximately 12,000 vehicles pass over this bridge every day. The bridge was constructed in 1955. The major issue is whether we should construct a two-lane or four-lane bridge. The federal funding will have to be looked into as it relates to a two-lane and four-lane bridge replacement. Robert E. Lee & Associated will be conducting a feasibility study in the upcoming months and will present the findings to the Highway Committee. This matter will be placed on the agenda for the next meeting.

Incidental Labor Rates

Supervisor Behnke requested a history of the Highway Department's incidental labor rates. The committee reviewed and discussed the Incidental Labor Rates Spreadsheet.

Utility Policy Update

Commissioner Kennedy presented each committee member with a draft of the proposed updated Utility Policy for their review and approval at the next meeting.

Claim for Clark Mills Sanitary District

The commissioner explained that the Clark Mills Sanitary District wanted Manitowoc County Highway to pay \$3,900 for hitting a manhole cover. Commissioner Kennedy checked into the matter and found no evidence that we damaged this sanitary manhole cover. This issue is resolved.

Equipment Needs for 2013

The committee was informed that the department will be looking into the purchase of a new Rubber Tire Backhoe, a new Tri Axle truck and will be looking into purchasing a used Tri Axle truck for the 2013 year.

2013 Budget & Overtime Reports

The committee reviewed the budget and overtime reports, and the commissioner advised with all the weather activity the past month, the budget is slightly above normal.

Vouchers

The committee approved the vouchers 12-10-12 to 2-8-13. Motion made by Supervisor Behnke, seconded by Supervisor Bauknecht to approve the vouchers. Motion carried.

Next Meeting Date

The next meeting will be held on March 19, 2013 at UW-Manitowoc, 705 Viebahn Street, Manitowoc, WI.

Adjournment

Motion made by Supervisor Behnke, seconded by Supervisor Bauknecht to adjourn at 5:10 p.m. Motion carried.

Submitted by:

Mary L. Koch,

Administrative Assistant



MANITOWOC COUNTY

HIGHWAY COMMITTEE

MEETING NOTICE

DATE: March 19, 2013

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. Reconstruction of Airport Advisory Committee
3. Bridge Replacement on CTH "R" in Rapids
4. Utility Policy Update
5. Sidewalks On CTH "W"
6. Air Show Permit
7. Resolution Designating Work-Zone Safety Awareness Week
8. 2013 Budget & Overtime Reports
9. Vouchers
10. Next Meeting Date

Dated: March 6, 2013

Rick Gerroll, Committee Chairman
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 19, 2013

The Manitowoc County Highway Committee convened into an *open* session at the UW-Manitowoc – Cafeteria, 705 Viebahn Street, Manitowoc, WI being the 19th day of March, 2013.

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

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

Excused: None.

Also Present Commissioner Gary Kennedy.

Approval of Minutes Supervisor Vogt made a motion, seconded by Supervisor Behnke to accept the minutes from the February 12, 2013 meeting. Motion carried.

Public Input None

Reconstruction of Airport Advisory Committee

The airport advisory committee did not meet last month, so there is no report or action taken.

Bridge Replacement on CTH “R” in Rapids

The commissioner informed the committee that the feasibility study is underway and will be discussed at the April and May highway committee meetings.

Utility Policy Update

The committee reviewed the proposed update changes. Motion by Supervisor Behnke, seconded by Supervisor Bauknecht, to approve the utility policy with the updated changes. Motion carried.

Sidewalks on CTH “W”

The commissioner reviewed the CTH W construction project and Trans 75 with the committee. Discussion followed. Motion by Supervisor Behnke, seconded by Supervisor Vogt, to approve the resolution authorizing an exemption for sidewalks on CTH W between USH 10 and Taus Road. Motion carried.

Air Show Permit

The commissioner explained the concerns regarding the amount of liability insurance that is required for the airshow permit for Manitowoc Aviation Resources, Inc. Discussion followed. Motion by Supervisor Dufek, seconded by Supervisor Bauknecht, to approve the new airshow permit with the \$3,000,000 liability insurance. Motion carried.

Resolution Designating Work-Zone Safety Awareness Week

The commissioner explained the designation of work-zone safety awareness week. It was the consensus of the committee to support the proclamation designating work-zone safety awareness week.

2013 Budget & Overtime Reports

The commissioner reviewed the winter snow removal budget with the committee and explained the budget will be exhausted by the end of the month.

Vouchers

The committee approved the vouchers from 2-11-13 to 3-15-13. Motion made by Supervisor Dufek, seconded by Supervisor Bauknecht, to approve the vouchers. Motion carried.

Next Meeting Date

The next meeting will be held on April 9, 2013, at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI at 4:30 p.m.

Adjournment

Motion made by Supervisor Bauknecht, seconded by Supervisor Vogt, to adjourn at 6:20 p.m. Motion carried.

Submitted by:

*Gary L. Kennedy,
Highway Commissioner*



**MANITOWOC COUNTY
HIGHWAY COMMITTEE
MEETING NOTICE**

DATE: April 9, 2013

TIME: 5:30 p.m.

PLACE: UW-Manitowoc – Founder’s Hall Room F232
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. Reconstruction of Airport Advisory Committee
3. Bridge Replacement on CTH “R” in Rapids
4. Summer Road School – June 3rd, 4th & 5th
5. Airshow Permit
6. NE Region Commissioner & Committee Members Meeting
7. 2013 Budget & Overtime Reports
8. Vouchers
9. Next Meeting Date

Dated: April 1, 2013

Rick Gerroll, Committee Chairman
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

April 9, 2013

The Manitowoc County Highway Committee convened into an *open* session at the UW-Manitowoc, Founder's Hall Room F232, 705 Viebahn Street, Manitowoc, WI being the 9th day of April 2013.

Chair Rick Gerroll called the meeting to order at 5:30 p.m.

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

Excused: None

Also Present Commissioner Gary Kennedy, County Executive, Bob Ziegelbauer, Comptroller, Todd Reckelberg, Corporation Counsel, Steve Rollins, County Clerk, Jamie Aulik, Supervisor Chuck Hoffman, Supervisor Jim Brey, John Kropp, Charlie Matthews, HTR News, and Administrative Assistant, Mary Koch.

Approval of Minutes Supervisor Bauknecht made a motion, seconded by Supervisor Behnke to approve the minutes from the March 19, 2013 meeting. Motion carried.

Public Input None

Reconstruction of Airport Advisory Committee

Commissioner Kennedy informed the committee that Airport Advisory Committee met on Monday, April 1st. Reconstruction of the committee and attendance at monthly meetings was discussed. It was decided that Airport Advisory Committee will meet every other month commencing in June. It was also decided that any committee member missing more than 2 meetings per year, will no longer be a committee member. Highway Committee discussed these changes. It was agreed that one member will be contacted regarding attendance and further agrees with the change in meeting schedule and the attendance revision.

Bridge Replacement on CTH "R" in Rapids

Commissioner Kennedy introduced Mark Schuster, P.E. from Robert E. Lee & Associates, Inc. Mark is the project manager for this feasibility study completed for the bridge replacement on CTH "R". Mark Schuster presented a power point presentation to the committee indicating that the existing bridge sufficiency rating is 17. A rating of 100 is a brand new bridge and a rating below 50 is eligible for replacement. The bridge sufficiency rating deteriorated from 68 to 38 to 17 over the past few years. Mark presented the following: Existing Geometry of CTH R, Traffic Volumes Growing, WisDOT's Urban Road Criteria, Independent Traffic Study, Crash (Accident) History, which is twice the state-wide average, Crash Concern Area South of Broadway Street, Six Alternatives Considered for Two-Lane and Four-Lane Bridge Construction, Construction Cost Estimates for Each of the Four Alternatives using Asphalt Paved Street and Concrete. Commissioner Kennedy informed the committee that in order to extend the life of the bridge another 2-3 years, weight limit restrictions will be posted for the bridge. In order to meet the deadline for filing for funding, the Highway Committee needs to make a decision by the end of May. If funding is granted it would be 60% federal funding, 20% state funding and 20% county funded for the bridge. County Executive, Bob Ziegelbauer, wants to see the cost for a two-lane option with shared use path before the May 14th meeting. Discussion held by the committee.

Summer Road School – June 3, 4th, and 5th

Attendance by committee members was discussed. Supervisors Behnke and Vogt will be attending the Summer Road School.

Air Show Permit

The Air Show Permit was amended from the March meeting by Corporation Counsel Rollins to change the amount of liability insurance Manitowoc Aviation Resources, Inc. (MARI) is required to carry. Motion made by Supervisor Behnke, seconded by Supervisor Vogt to approve the Air Show Permit as amended. Motion carried.

NE Region Commissioner & Committee Members Meeting

The committee was given the agenda for the NE Region Commissioner & Committee Member meeting held in Green Bay on May 2nd. Anyone wishing to attend should notify Commissioner Kennedy.

2013 Budget & Overtime Reports

The commissioner reviewed the budgets with the committee. As mentioned last month the winter budget for snow removal is gone. Overtime is in check. Final numbers will be presented at the May meeting.

Vouchers

The committee approved the vouchers from 3-18-13 to 4-5-13. Motion made by Supervisor Bauknecht, seconded by Supervisor Dufek, to approve the vouchers. Motion carried.

Next Meeting Date

The next meeting will be held on May 14, 2013, at Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI at 4:30 p.m.

Adjournment

Motion made by Supervisor Bauknecht, seconded by Supervisor Dufek to adjourn at 6:40 pm. Motion carried.

Submitted by:

Mary L. Koch,

Administrative Assistant



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: May 14, 2013
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. WisDOT 6-Year Plan Update
3. Bridge Replacement on CTH "R" in Rapids
4. Quit Claim Deed for Parcel on STH "42"
5. Quit Claim Deed for Parcel on STH 32/57 (Millhome)
6. FAA Agreement
7. Rubber Tire Excavator Bids
8. Tri Axle Truck Cab & Chassis Bids
9. 2013 Budget & Overtime Reports
10. Vouchers
11. Next Meeting Date

Dated: April 30, 2013

Rick Gerroll, Committee Chairman
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

May 14, 2013

The Manitowoc County Highway Committee convened into an *open* session at the Manitowoc County Highway Department, 3500 State Highway 310, Manitowoc, WI being the 14th day of May, 2013.

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

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

Excused: None

Also Present Commissioner Gary Kennedy, Road Superintendent Brian Glaeser, Shop Superintendent Wayne Sleger, John Kropp, SMI, Mark Schuster, Robert E. Lee, Bob Ziegelbauer, County Executive, WisDOT Representatives, Will Dorsey, Brian Brock, Colleen Harris, Kurt Wranovsky, Becky Rooyackers, County Board Chair Paul “Biff” Hansen, Supervisors, Susie Maresh, Don Weiss, David Korinek, Jim Brey, Todd Holschbach, and Mary Koch, Administrative Asst.

Approval of Minutes Supervisor Vogt made a motion, seconded by Supervisor Bauknecht to accept the minutes from the April 9, 2013 meeting. Motion carried.

Public Input None

WisDOT 6-Year Plan Update

Representatives from the WisDOT addressed the committee and presented the Wisconsin Six Year Highway Improvement Plan. Becky Rooyackers from the WisDOT handed out a listing showing a snapshot of the projected improvements from 2013 to 2019. Projects for 2013 will be (Village of Reedsville - CTH “W” – East Village Limits) Resurfacing USH 10 in Reedsville, overlay the deck & paint the steel girders; (Branch River Bridge & Approaches) Replace existing structure with new bridge built to current design standards & reconstruct approaches, and (Manitowoc to Green Bay, STH 147 Interchange Ramp) Reconstruct to widen the radii of the I-43 ramps intersections with STH 147. She reported that the 17th Street Bridge project in Two Rivers was going well and should open on time. Commissioner Kennedy thanked the WisDOT for their continued support and the presentation.

Bridge Replacement on CTH “R” in Rapids

Commissioner Kennedy introduced Mark Schuster, P.E. from Robert E. Lee & Associates, Inc. Mark is the project manager for the feasibility study for the bridge replacement on CTH “R”. Mark Schuster gave a presentation indicating that the existing bridge sufficiency rating is 17. A rating of 100 is a brand new bridge and a rating below 50 is eligible for replacement. The bridge sufficiency rating deteriorated from 68 to 38 to 17 over the past few years. Commissioner Kennedy informed the committee that in order to extend the life of the bridge another 2-3 years, weight limit restrictions will be posted for the bridge. Mark presented 4 scenarios to reconstruct the bridge and roadway on CTH “R”. The scenarios indicated the estimated construction costs, minus 80% federal bridge funding and the total cost to Manitowoc County. Commissioner Kennedy met with the WisDOT last week in regard to possible funding of 80% for a 4-lane road. He will submit the application for this funding as well. Applications for the bridge funding must be submitted by May 24, 2013. Discussion held by the committee and attending members of the County Board. Each committee member voiced their views and recommendations. Supervisor Behnke suggested an immediate Jurisdictional Transfer of this bridge and roadway to the City of Manitowoc as soon as reconstruction is completed and to enter into the agreement as soon as possible. Commissioner Kennedy will schedule a meeting with the Infrastructure Committee for the city and propose the Jurisdictional Transfer Agreement. Motion made by Supervisor Bauknecht, seconded by Supervisor Dufek recommending the reconstruction of the bridge and roadway on CTH “R” (Rapids Road) as a 4-Lane Facility with Shared Use Path and to enter into a Jurisdictional Transfer Agreement with the City of Manitowoc for this bridge and roadway as soon as possible. Motion carried unanimously.

Quit Claim Deed for Parcel on STH “42”

John Kropp from SMI informed the committee that this parcel is Highway Right-of-Way which has been held in trust by Manitowoc County for the State of Wisconsin since 1938. The WisDOT has been contacted by an adjacent land owner to purchase this parcel for driveway purposes. In order to transfer this parcel to the State of Wisconsin, a Quit Claim Deed is necessary to complete the transfer to the State so the state can move forward. Motion made by Supervisor Dufek, seconded by Supervisor Bauknecht to Quit Claim this parcel of land to the State of Wisconsin. Motion carried.

Quit Claim Deed for Parcel on STH 32/57 (Millhome)

John Kropp from SMI, informed the committee that these two parcels, deemed excess right of way by WisDOT, has been held in trust by Manitowoc County for the State of Wisconsin since 1956. The WisDOT has been contacted by an adjacent land owner interested in purchasing these parcels. In order to transfer these parcels to the State of Wisconsin, a Quit Claim Deed is necessary to complete the transfer to the State so the state can move forward. Motion made by Supervisor Behnke, seconded by Supervisor Vogt to Quit Claim these parcels of land to the State of Wisconsin. Motion carried.

FAA Agreement

Commissioner Kennedy advised the committee that this agenda item needs to be postponed. Motion made by Supervisor Vogt, seconded by Supervisor Behnke to postpone this matter at this time. Motion carried.

Rubber Tire Excavator Bids

Shop Superintendent, Wayne Sleger, explained the necessity to replace the Rubber Tire Excavator. It is a piece of equipment used daily at the Highway Department. Bids went out with Aring Equipment and FABCO Cat submitting bids according to the specifications. Demos of both machines were presented to Wayne. Wayne also took a poll by other counties and VOLVO is the machine most used. It is Wayne’s recommendation to accept the low bid from Aring Equipment for the VOLVO in the amount of \$161,920.00. Motion made by Supervisor Dufek, seconded by Supervisor Behnke to accept the low bid from Aring Equipment Company for the purchase of a VOLVO Rubber Tire Excavator. Motion carried.

Tri Axle Truck Cab & Chassis Bids

Shop Superintendent, Wayne Sleger, advised that bids went out to replace one of our vintage trucks in the fleet. Bids were taken for a Tri Axle Truck Cab and Chassis. Bids came in from 6 companies according to the specs presented. Quality Truck was low bidder in the amount of \$102,947.00 and Wayne recommends the low bid from Quality Truck. Motion made by Supervisor Behnke, seconded by Supervisor Dufek to accept the low bid from Quality Truck in the amount of \$102,947.00. Motion carried.

2013 Budget & Overtime Reports

The Commissioner advised that there is no overtime at this time of the year and no changes to the budget.

Vouchers

The committee approved the vouchers from 4-8-13 to 5-10-13. 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 July 9, 2013, at Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI at 4:30 p.m.

Adjournment

Motion made by Supervisor Bauknecht, seconded by Supervisor Vogt, to adjourn at 5:50 p.m. Motion carried.

Submitted by:

Mary Koch, Administrative Asst.



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: July 9, 2013
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. Storage of Windmill Towers on County (Kunz) Property
3. Mining Lease Proposal for the County (Kunz) Property
4. Jurisdictional Transfer for CTH "R" in Rapids
5. Airport Advisory Committee Member
6. Tri-Axle Truck Body & Hydraulic Bids
7. Jurisdictional Transfer for CTH "LS"
8. 2013 – 2015 State Budget
9. 2013 Budget & Overtime Reports
10. Vouchers
11. Next Meeting Date

Dated: June 27, 2013

Rick Gerroll, Committee Chairman
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
July 9, 2013

The Manitowoc County Highway Committee convened into an *open* session at the Manitowoc County Highway Department, 3500 State Highway 310, Manitowoc, WI being the 9th day of July, 2013.

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

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

Excused: None

Also Present Commissioner Gary Kennedy, Road Superintendent Brian Glaeser, Shop Superintendent Wayne Sleger, Chuck Behnke, Patrol Supt./Airport Manager, County Executive, Bob Ziegelbauerer and Mary Koch, Administrative Asst.

Approval of Minutes Supervisor Behnke made a motion, seconded by Supervisor Bauknecht to accept the minutes from the May 14, 2013 meeting. Motion carried.

Public Input None

Storage of Windmill Towers on County (Kunz) Property

Commissioner Kennedy advised the committee that he was approached by Broadwind Towers requesting to rent approximately 43.5 more acres from Manitowoc County to use as storage for its wind towers at the Kunz property. Broadwind would pay Manitowoc County Highway Department for the prep work of this area along with a per acre fee. The Commissioner advised that he met with Corporation Counsel Rollins on this matter. The current Lessee, Vander Kinter Grain Farms, will be contacted to make arrangements for the harvest of the 2013 crops. Motion made by Supervisor Vogt, seconded by Supervisor Bauknecht approving the drafting of a lease to Broadwind Towers for approximately 43.5 acres. Motion carried.

Mining Lease Proposal for the County (Kunz) Property

Commissioner Kennedy informed the committee that Evenson Construction has interest in mining this property and sent us a draft lease. Due to the current lease with Broadwind Towers, the issue cannot be pursued at this time but could be revisited when Broadwind Towers' lease expires.

Jurisdictional Transfer for CTH "R" in Rapids

A meeting by the Streets Committee for the City of Manitowoc was held to discuss this matter. Commissioner Kennedy attended the meeting and addressed the committee to explain the benefits of the transfer from Manitowoc County to the City of Manitowoc. The City of Manitowoc agreed to approve this Jurisdictional Transfer this year and the transfer will take place in January, 2017 after the completion of the bridge and road reconstruction.

Airport Advisory Committee Member

Airport Manager, Chuck Behnke, informed the committee that the Manitowoc Company shut down its flight division. Troy Batterton will no longer be a pilot for the Manitowoc Company and no longer on the Airport Advisory Committee. Jim Ruffolo has requested to be on the Airport Advisory Committee to replace Troy Batterton. Motion made by Supervisor Vogt, seconded by Supervisory Behnke, to appoint Jim Ruffolo as a committee member to the Airport Advisory Committee. Motion carried.

Tri Axle Truck Body & Hydraulic Bids

Shop Superintendent, Wayne Sleger, advised that bids were sent out. Four companies responded and presented its bid according to the specs. The Hydraulic Center being the lowest bidder in the amount of \$65,800.00. Shop Superintendent Sleger recommends the bid from The Hydraulic Center. Motion made by Supervisor Behnke, seconded by Supervisor Bauknecht to accept the low bid from The Hydraulic Center in the amount of \$65,800.00. Motion carried.

Jurisdictional Transfer for CTH “LS”

Commissioner Kennedy presented a proposal which was made by Senator Liebham proposing that Dairyland Drive be turned into a county trunk highway and the current CTH “LS” would be a local road, i.e. township road or village street. Program funding was discussed, as well as what each municipality is going to be responsible for. This will affect the counties of Manitowoc and Sheboygan. County Executive, Bob Ziegelbauer, explained in detail to the committee the reasons why Manitowoc County will not be going along with this venture. Discussion held. Motion by Supervisor Behnke, seconded by Supervisor Vogt to disapprove the Jurisdictional Transfer for CTH “LS”. Motion carried.

2013 – 2015 State Budget

The committee reviewed a spreadsheet indicating what (GTA) General Transportation Aids and State Routine Maintenance Allocations each county in the State of Wisconsin will be receiving in the next two years under the State’s 2013-2015 budgets which was signed by the governor. The additional GTA estimate is \$54,309.00 and the additional Routine Maintenance allocation is \$904,929.00. Discussion held by the committee.

2013 Budget & Overtime Reports

The Commissioner advised that the Highway Department’s budget and overtime reports are on target.

Vouchers

The committee approved the vouchers from 5-13-13 to 6-5-13. Motion made by Supervisor Bauknecht, seconded by Supervisor Dufek to approve the vouchers. Motion carried.

Next Meeting Date

The next meeting will be held on August 13, 2013, at Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI at 4:30 p.m.

Adjournment

Motion made by Supervisor Behnke, seconded by Supervisor Vogt, to adjourn at 5:10 p.m. Motion carried.

Submitted by:

Mary Koch, Administrative Assistant

.



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: August 20, 2013
TIME: 6:30 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. 4-Way Stop on CTH "VV" and Parkway Street
3. Speed Limit on CTH JJ in Collins
4. Consent to Assignment of Lease from Jerry Rabitz and Tom Czerwonka to Dan Dvorak and James Wachholz
(Lot #2101, File #555 H-3)
5. Shingle Project – Joint Effort Between Public Works and Highway Department
6. Vouchers
7. Next Meeting Date

Dated: August 7, 2013

Rick Gerroll, Committee Chairman
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

August 20, 2013

The Manitowoc County Highway Committee convened into an *open* session at the UW-Manitowoc – Cafeteria, 705 Viebahn Street, Manitowoc, WI being the 20th day of August, 2013.

Chair Rick Gerroll called the meeting to order at 6:30 p.m.

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

Excused: None

Also Present: Commissioner Gary Kennedy.

Approval of Minutes Supervisor Behnke made a motion, seconded by Supervisor Vogt to accept the minutes from the July 9, 2013 meeting. Motion carried.

Public Input None

4-Way Stop on CTH “VV” and Parkway Street

Commissioner Kennedy explained the request from the City of Two Rivers, along with the recommendation from the Traffic & Safety Commission to make the intersection of CTH “VV” and Parkway Street a 4-way stop. Motion made by Supervisor Vogt, seconded by Supervisor Bauknecht, to approve the 4-Way Stop on CTH “VV” and Parkway Street. Motion carried.

Speed Limit on CTH “JJ” in Collins

The commissioner explained the request from the Town of Rockland and the recommendation from the Traffic & Safety Commission to reduce the speed limit on CTH “JJ” from Landis Street to Prospect Street. Motion made by Supervisor Bauknecht, seconded by Supervisor Dufek, to approve the reduced speed limit of 45mph on CTH “JJ”, from Landis Street to Prospect Street. Motion carried.

Consent to Assignment of Lease from Jerry Rabitz and Tom Czerwonka to Dan Dvorak and James Wachholz

Motion made by Supervisor Behnke, seconded by Supervisor Bauknecht, to approve the assignment of Hangar Lease from Jerry Rabitz and Tom Czerwonka to Dan Dvorak and James Wachholz. Motion carried.

Shingle Project – Joint Effort between Public Works and Highway Department

Commissioner Kennedy explained the DNR joint shingle project between public works and the highway department, which includes items such as revenues, expenses, invoices, billings, site preparation and the scaling of shingle loads. Discussion held. Motion made by Supervisor Behnke, seconded by Supervisor Vogt, to approve the joint shingle project.

Vouchers

The committee approved the vouchers from 7-8-13 to 8-16-13. Motion made by Supervisor Dufek, seconded by Supervisor Bauknecht, to approve the vouchers. Motion carried.

Next Meeting Date

The next meeting will be held on September 10, 2013, at Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI at 4:30 p.m.

Adjournment

Motion made by Supervisor Vogt, seconded by Supervisor Dufek, to adjourn at 5:50 p.m. Motion carried.

Submitted by:

Gary L. Kennedy,
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: September 10, 2013
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. CTH "JJ" & CTH "S" Intersection Improvements
3. 2014 Budget
4. Vouchers
5. Next Meeting Date

Dated: September 3, 2013

Rick Gerroll, Committee Chairman
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 10, 2013

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 September, 2013.

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

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

Excused: None

Also Present: Commissioner Gary Kennedy.

Approval of Minutes Supervisor Bauknecht made a motion, seconded by Supervisor Vogt to accept the minutes from the August 20, 2013 meeting. Motion carried.

Public Input None

CTH “JJ” & CTH “S” Intersection Improvements

The commissioner explained the crash history and the improvements the past 6 years regarding this intersection. There were twelve collision accidents the past six years, with eleven of them caused by failure to yield or failure to stop and one by inattentive driving. The commissioner informed the committee that the department installed extra stop ahead signs, larger stop ahead signs, warning flags on top of the signs and extra wide pavement markings. Discussion held.

2014 Budget

The commissioner explained the history of the department’s budget since 1998. He explained the attachments regarding the tax levy, transportation aids and asphalt oil prices and how the tax levy decreased, along with a decrease in transportation aids and a large increase in asphalt oil. He also explained the impact these three budget items have on the amount of construction and maintenance work the department can perform. Discussion held.

Vouchers

The committee approved the vouchers from 8-19-13 to 9-6-13. 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 October 8, 2013.

Adjournment

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

Submitted by:

Gary L. Kennedy,
Highway Commissioner



MANITOWOC COUNTY
HIGHWAY COMMITTEE
AMENDED MEETING NOTICE

DATE: November 5, 2013
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.)
2. Public Input

Specific subject matters upon which discussion or action is anticipated

- 3. The committee may convene in closed session pursuant to Wis. Stat. § 19.81(1)(g) to confer with legal counsel for advice on Lakeshore Aviation's repudiation of the Fixed Base Operator Agreement. If the committee has convened in closed session, it will reconvene in open session.*
- 4. Discussion and possible action on fixed base operations at the airport.*
5. Shingle Project
6. Hangar Sublease - Manitowoc Company To Mike Marek (Lot 1645, File #495)
7. 2014 Road School – January 13, 14, 15th, 2014 @ Chula Vista Resort, Wisconsin Dells
8. 2013 Budget and Overtime Reports
9. 2014 Budget (Two Handouts – Oil & Tax Levy & Paved Miles)
10. Vouchers
11. Next Meeting Date

Dated: October 30, 2013

Amended: November 4, 2013

Rick Gerroll, Committee Chairman
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

November 5, 2013

The Manitowoc County Highway Committee convened into an *open* session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI being the 5th day of November, 2013.

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

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

Excused: None

Also Present: Commissioner Gary Kennedy, Road Superintendent Brian Glaeser, Patrol Supt./Airport Manager Chuck Behnke, Corporation Counsel Steve Rollins, County Executive Bob Ziegelbauer, County Board Chair Paul Hansen, FBO Curt Drumm, Don & Lynn Kiel, Karen Szyman, Fred Vogt, Attorney Terry Fox, Quentin Levitte, Keith Hartlaub, HTR Reporter Charlie Mathews, and Administrative Assistant Mary Koch.

Approval of Minutes Supervisor Bauknecht made a motion, seconded by Supervisor Vogt to accept the minutes from the September 10, 2013 meeting. Motion carried.

Public Input

Chair Gerroll opened up the meeting for public input.

Don Kiel, a pilot and hangar owner, is concerned that the Fixed Base Operator may cease operation at the Manitowoc County Airport. Mr. Kiel has contacted Bob Ziegelbauer asking what his plan is if the FBO operation ceases. He emphasized how critical the FBO position is at the airport and the requirements and responsibilities involved for an FBO. He informed the committee that he has known many Fixed Base Operators at the Manitowoc County Airport since 1950 and considers Curt Drumm to be the best FBO thus far. He supports Curt Drumm as FBO and would like to know how Manitowoc County plans to run this operation.

Clinton Levitte, a pilot who lives in our community, came before the committee expressing his concerns as to what will take place if the FBO ceases operation at the airport. He said there have been similar situations in surrounding counties where the FBO position was not subsidized and then it was eliminated. Therefore, the level of service was not the same. He is asking that the committee look into surrounding airports to see what they have done in similar situations before the county implements a plan and ends up losing money.

Fred Vogt, pilot for Red Lake Air, representing Lakeside Foods and Red Arrow Products in Manitowoc, advised the committee he has been through other economic downswings in the past. He is concerned with the level of service for Lakeside Foods and Red Arrow Products if the FBO position ceases. He has been involved with the FBO operations at the Manitowoc County Airport for the last 10 years and the service has been the best in his last ten years of flying. He advised he has experience with 30 -40 different airports in a five-state region and the FBO operations at the Manitowoc County Airport are the best.

Karen Szyman, representing the Airshow Board and Chamber, is concerned about the future plan. She would like to know the impact it will have on the businesses in our community who have been very satisfied with the FBO level of service so far. She advised it is the economic downswing we are experiencing and not the FBO. She would like to know the plan and when the plan will be known to the public.

Curt Drumm, FBO Operator Lakeshore Aviation, came before the committee advising that this has been an incredibly tough decision to make because of his passion for aviation and his desire to do a good job for our airport in providing an excellent level of service. He explained the significant departures of two companies with jet services and the loss of fuel revenue that came along with the two companies leaving. Orion was going to renew its lease but came back with a notice to leave in 90 days and left in 20 days. In the past 3 months he has lost 95% of fuel sales. Even with revenues down, as an FBO you are still required to provide a level of service. Curt advised he sent a letter to Corporation Counsel Rollins advising that he will be terminating his FBO Lease with Manitowoc County on November 30, 2013. However, he is now asking for additional time to see if there would be some private way or investors interested in meeting to work out a solution to this situation. Curt expressed his deep concern for the community and the airport if the FBO operation ceases and is run by the county.

A motion was made by Supervisor Behnke, seconded by Supervisor Vogt to convene into a closed session pursuant to Wis. Stat. Section 19.81(1)(g) to confer with legal counsel for advice on Lakeshore Aviation's repudiation of the Fixed Base Operator Agreement. Motion carried.

A motion was made by Supervisor Bauknecht to reconvene into open session, seconded by Supervisor Vogt. Motion carried.

Discussion and Possible Action on Fixed Based Operations at the Airport

A motion was made by Supervisor Behnke, seconded by Supervisor Vogt to accept Curt Drumm's proposed termination date of November 30, 2013, and request that Curt Drumm meet with Commissioner Gary Kennedy immediately to begin the process of termination without the county seeking damages. Corporation Counsel will work with Commissioner Kennedy to prepare a Termination Agreement.

Chair Gerroll asked if there was any further discussion. Supervisor Behnke felt it was the consensus of the group that we have gone through this contentious situation for a long time, and we all understand the economic downswing. However, there is a contract and we expect the FBO to honor that contract. If he seeks not to honor the contract, we will work with him to terminate the contract. All in favor: Supervisor Bauknecht, Vogt, Behnke and Gerroll. Opposed, Supervisor Dufek. Motion carried.

Shingle Project

Commissioner Kennedy presented a spreadsheet indicating the current expenses and income for the project since it commenced in September. He explained the process. The closure date will depend on our weather, but more than likely will end by November 30th and reopen sometime in March 2014.

Hangar Sublease – The Manitowoc Company to Michael Marek (Lot 1645, File #495)

The commissioner advised the Manitowoc Company does not have a jet in its hangar and is requesting to sublease to Michael Marek. Motion made by Supervisor Behnke, seconded by Supervisor Vogt to approve the Sublease from The Manitowoc Company, Lessee, to Michael Marek, Sub lessee, for Lot 1645. Motion carried

2014 Road School – January 13, 14, 15, 2014 @ Chula Vista Resort, Wisconsin Dells

Commissioner Kennedy asked who is interested in attending the Road School in January. Supervisor Vogt will attend.

2013 Budget and Overtime Reports

The committee reviewed the handouts from the commissioner.

2014 Budget (Three Handouts – Oil & Tax Levy & Paved Miles)

The commissioner discussed the three spreadsheets with the committee regarding Tax Levy, Transportation Aids and Oil Prices. The commissioner emphasized how important the 2014 budget is to the Highway Department.

Vouchers

The committee approved the vouchers from 9-9-13 to 11-1-13. Motion made by Supervisor Behnke, seconded by Supervisor Bauknecht, to approve the vouchers. Motion carried.

Next Meeting Date

The next meeting date will be held on November 19, 2013 in the Cafeteria at UW-Manitowoc 705 Viebahn Street, Manitowoc, WI at 6:00 p.m.

Adjournment

Motion made by Supervisor Behnke, seconded by Supervisor Vogt to adjourn at 6:02 p.m. Motion carried.

Submitted by:

*Mary L. Koch,
Administrative Assistant*



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: December 10, 2013
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. FBO Operations
3. Airport Advisory Committee Restructuring
4. FAA VORTAC Lease Renewal
5. 2013 Budget and Overtime Reports
6. Vouchers
7. Next Meeting Date - February 11, 2014

Dated: December 5, 2013

Rick Gerroll, Committee Chairman
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

December 10, 2013

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 December, 2013.

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

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

Excused: None

Also Present: Commissioner Gary Kennedy, Road Superintendent Brian Glaeser, Patrol Supt./Airport Manager Chuck Behnke, Corporation Counsel Rollins, Paula Fox and Ted Fox, Troop 904 Boy Scouts, and Administrative Assistant Mary Koch.

Approval of Minutes Supervisor Bauknecht made a motion, seconded by Supervisor Vogt to accept the minutes from the November 5, 2013 meeting. Motion carried.

Public Input

Chair Gerroll opened up the meeting for public input. There was no public input.

FBO Operations

Commissioner Kennedy advised the committee that the last ten days have been very busy preparing for the FBO transition. Letters went out to all hangar owners and tenants giving them notice of the transition and services offered at the Manitowoc County Airport. Erik, Jeremy, and Rick are temporary employees of Manitowoc County will remain on staff. Chuck Behnke and the Commissioner have met with numerous businesses and aviation personnel, and will confer with the Highway Committee for recommendations in the FBO operation at airport.

Airport Advisory Committee Restructuring

Corporation Counsel Rollins explained the Minimum Standards and the role of the Airport Advisory Committee and Highway Committee. He also advised that he is preparing a Mission Statement for the Airport Advisory Committee.

Commissioner Kennedy advised that Mike Voechting, Pilot for Orion, will no longer be on Airport Advisory Committee and that the Airport Advisory Committee recommended that Leon Sigman take his place. The committee also discussed the representative for the FBO on the Airport Advisory Committee. Supervisor Behnke made a motion, seconded by Supervisor Vogt approving Leon Sigman to take Mike Voechting's place and Chuck Behnke to replace Curt Drumm as the FBO representative as members of the Airport Advisory Committee. Motion carried.

FAA VORTAC Lease Renewal

The committee reviewed the No Cost Land-On-Airport Memorandum of Agreement which requires that nothing be within 1,000 feet of the flight pattern at the airport. Corporation has fully reviewed the agreement, has made some minor revisions, and approves this agreement. Discussion held. Motion made by Supervisor Behnke, seconded by Supervisor Bauknecht to approve the No Cost Land-On-Airport Memorandum of Agreement with the FAA. Motion carried.

2013 Budget and Overtime Reports

The committee reviewed the reports and the commissioner advised that we should be within budget for the end of 2013.

Vouchers

The committee approved the vouchers from 11/5/13 to 12/6/13. Motion made by Supervisor Bauknecht, seconded by Supervisor Dufek to approve the vouchers. Motion carried.

Next Meeting Date

The next meeting date will be held on January 21, 2014 at UW-Manitowoc, (Cafeteria), 705 Viebahn Street, Manitowoc, WI at 6:30 p.m.

Adjournment

Motion made by Supervisor Behnke, seconded by Supervisor Vogt to adjourn at 5:00 p.m. Motion carried.

Submitted by:

*Mary L. Koch,
Administrative Assistant*