



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: January 21, 2014
TIME: 6:15 p.m.
PLACE: UW-Manitowoc (Room F-175)
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:

The committee may convene in closed session pursuant to Wis. Stat. Sec. 19.85(1)(e) to consider the following matters because competitive or bargaining reasons require a closed session.

2. FBO Proposals

If the committee convenes in closed session, it will reconvene in open session and may continue its discussion or take action, or both, on any matter discussed in closed session.

3. 2013 Budget
4. Vouchers
5. Next Meeting Date

Dated: January 7, 2014

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

January 21, 2014

The Manitowoc County Highway Committee convened into an *open/closed/open* session at the UW-Manitowoc, 705 Viebahn Street, being the 21st day of January, 2014.

Chair Rick Gerroll called the meeting to order at 6:15 p.m.

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

Excused: None

Also Present: Commissioner Gary Kennedy, Airport Manager, Chuck Behnke, Corporation Counsel Rollins, County Executive Ziegelbauer, Supervisors Baumann and Waack, Jim Ruffalo, Don Kiel and Leon Sigman.

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

Public Input Chair Gerroll opened up the meeting for public input. Don Kiel stated that the county should take small steps in moving forward with operating the airport and should consider CAVU's proposal. Jim Ruffalo wanted to know if any other proposals were submitted besides the two that were discussed at the last airport advisory committee meeting. Leon Sigman mentioned how valuable air taxi services are to the airport and the committee should consider CAVU's proposal.

A motion was made by Supervisor Behnke, seconded by Supervisor Vogt to convene into a closed session pursuant to Wis. Stat. Section 19.85(1)(e) to consider the following matters because competitive or bargaining reasons require a closed session. Motion carried.

FBO Proposals A motion was made by Supervisor Behnke, seconded by Supervisor Vogt to have the commissioner contact Express Airport Services, LLC about the terms and conditions in their proposal for discussion at the next Highway Committee meeting. Motion carried.

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

2013 Budget The commissioner went over the 2013 department's budget and stated that the department was approximately \$25,000 under for the year.

Vouchers

The committee approved the vouchers from 12-11-13 to 1-17-14. Motion made by Supervisor Bauknecht, seconded by Supervisor Vogt to approve the vouchers. Motion carried.

Next Meeting Date

The next meeting date will be held on February 11, 2014 at the Manitowoc County Highway Airport, 1815 Freedom Way, Manitowoc, WI at 4:30 p.m.

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

Submitted by:

Gary Kennedy,
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: February 11, 2014
TIME: 4:30 p.m.
PLACE: Manitowoc County Airport
1815 Freedom Way
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

The committee may convene in closed session pursuant to Wis. Stat. Sec. 19.85(1)(e) to consider the following matters because competitive or bargaining reasons require a closed session.

2. FBO Proposals

If the committee convenes in closed session, it will reconvene in open session and may continue its discussion or take action, or both, on any matter discussed in closed session.

3. FBO 2013-2014 Budget
4. Vehicle Allowances – Commissioner Kennedy and Road Superintendent Glaeser
5. Jurisdictional Transfer for CTH “LS”
6. Jurisdictional Transfer for CTH “R”
7. Assignment of Lease From Curt Drumm (Lakeshore Aviation) to Thomas J. Bare (Airbarely, LLC)
8. Request for Consent and Consent to Subleases
Dean Kroeger to Gary Pech-Kortbein, Lot #2115
Ralph Schleis to Richard Kalies, Lot #2155
EAA 383 Rahr Hangar to Chris Rusch, Lot #1729
EAA 383 Rahr Hangar to Russ Halverson, Lot #1729
EAA 383 Rahr Hangar to Jim Zuege, Lot #1729
Thomas J. Bare to Curt Drumm, Lot #1853
Thomas J. Bare to Steve Schenian, Lot #1853
9. 2014 Budget & Overtime
10. Vouchers
11. Next Meeting Date

Dated: February 5, 2014

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

February 11, 2014

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Airport, 1815 Freedom Way, Manitowoc, WI, being the 11th day of February, 2014.

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, Airport Manager, Chuck Behnke, Corporation Counsel Rollins, County Executive Ziegelbauer, Don Kiel, Leon Sigman, Supervisor Martha Rasmus, and Administrative Assistant, Mary Koch.

Approval of Minutes Supervisor Vogt made a motion, seconded by Supervisor Bauknecht to accept the minutes from the January 21, 2014 meeting. Motion carried.

Public Input Chair Gerroll opened up the meeting for public input. No public Input

FBO Proposals

Commissioner Kennedy advised the committee that Airport Manager Behnke and he had discussions with EAS Express about the FBO proposal. There has not been any counter offer made at this time.

FLIGHT TRAINING AND RELATED SERVICES CONTRACT

Corporation Counsel Rollins explained this contract to the committee in detail. He feels that the terms and conditions of this contract are reasonable and it is a viable agreement. This would be a year-to-year contract with CAVU Aviation, Inc. LLC. from DePere, WI. Discussion held by the committee. Motion made by Supervisor Vogt, seconded by Supervisor Bauknecht to approve the Flight Training & Related Services Contract with CAVU Aviation, Inc. LLC. Motion carried.

FBO 2013-2014 Budget

Gary Kennedy presented the committee with a detailed Statement of Revenues & Expenses for the Airport for December, 2013 and YTD - 2013, along with a spreadsheet showing FBO Estimated revenues & Expenses for 2014. Discussion held by the committee.

Vehicle Allowances – Commissioner Kennedy and Road Superintendent Glaeser

The commissioner explained the three-year average vehicle allowance spreadsheet to the committee for Road Superintendent Glaeser and Commissioner Kennedy. Motion made by Supervisor Behnke, seconded by Supervisor Bauknecht approving the 2014 vehicle allowances for Commissioner Kennedy and Road Superintendent Glaeser. Motion carried.

Jurisdictional Transfer for CTH “LS”

The commissioner explained the road problems with CTH LS in Sheboygan County and the state grant money that was awarded to Manitowoc and Sheboygan County to relocate CTH LS in these counties. He also explained the jurisdictional transfers between Manitowoc County, Village of Cleveland, and the Town of Centerville. With these road transfers and the county taking over jurisdiction of Dairyland Drive and the Village and Town taking jurisdiction of CTH LS, the county needs to rename Dairyland Drive to a county road. The commissioner explained the three legal documents necessary to complete this transfer which include Intergovernmental Cooperation Agreement, Resolution Changing CTH “LS” Within the County Highway System, and Resolution Authorizing Jurisdictional Transfer Agreements (CTH “LS”). Motion made by Supervisor Behnke, seconded by Supervisor Vogt to approve the jurisdictional transfer of

CTH LS and Dairyland Drive between the Village of Cleveland and the Town of Centerville and rename Dairyland Drive to CTH DL and to approve the Intergovernmental Cooperation Agreement, Resolution Changing CTH LS Within the County Highway System, and Resolution Authorizing Jurisdictional Transfer Agreements, subject to the approval of the County Board. Motion carried.

Assignment of Lease from Curt Drumm (Lakeshore Aviation) to Thomas J. Bare (Airbarely, LLC)

Commissioner Kennedy explained the Bill of Sale from Lakeshore Aviation, LLC to Airbarely, LLC for the airplane hangar building and associated fixtures located at 1853 Freedom Way, Manitowoc, WI. This land is under a ground lease. Date of sale was January 17, 2014 as represented by the Bill of Sale.

The committee also reviewed the Request for Consent and Consent to Assignment of Lease from Curt Drumm, (Lakeshore Aviation, LLC) to Thomas J. Bare, (Airbarely, LLC). Motion made by Supervisor Bauknecht, seconded by Supervisor Vogt to approve the Request for Consent and Consent to Assignment of Lease from Curt Drumm (Lakeshore Aviation) to Thomas J. Bare (Airbarely, LLC). Motion carried.

Request for Consent and Consent to Subleases

Commissioner Kennedy explained all the Request for Consents and Consents to Subleases to the committee. Discussion held by the committee. Motion made by Supervisor Behnke, seconded by Supervisor Vogt to approve the following Requests for Consent and Consent to Subleases for:

- Dean Kroeger to Gary Pech-Kortbein, Lot #2115
- Ralph Schleis to Richard Kalies, Lot #2155
- EAA 383 Rahr Hangar to Chris Rusch, Lot #1729
- EAA 383 Rahr Hangar to Russ Halverson, Lot #1729
- EAA 383 Rahr Hangar to Jim Zuege, Lot 1729
- Thomas J. Bare to Curt Drumm, Lot 1853
- Thomas J. Bare to Steve Schenian, Lot 1853

Motion carried.

2014 Budget & Overtime

The commissioner went over the 2014 budget and explained the winter snow removal budget. He indicated the department is approximately \$150,000.00 over budget because of the amount of snow for January.

Vouchers

The committee reviewed the vouchers from January 20th to February 7th. Motion made by Supervisor Bauknecht, seconded by Supervisor Behnke to approve the vouchers. Motion carried.

Next Meeting Date

The next meeting date will be held on April 8, 2014 at the Manitowoc County Highway Department, 3500 STH 310 Manitowoc, WI at 4:30 p.m.

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

Submitted by:
Mary Koch,
Administrative Assistant



**MANITOWOC COUNTY
HIGHWAY COMMITTEE
MEETING NOTICE**

DATE: April 8, 2014
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. Charter Service at Manitowoc County Airport
3. Truck Bids
4. Holschbach Property on STH 310
5. 2014 Budget & Overtime
6. Vouchers
7. Next Meeting Date

Dated: March 27, 2014

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

April 8, 2014

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 April 2014.

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, Airport Manager, Chuck Behnke, Shop Superintendent, Wayne Sleger, County Executive, Bob Ziegelbauer, Patrick L. Heil, Maxair, Chip Yost, and Administrative Assistant, Mary Koch.

Approval of Minutes Supervisor Vogt made a motion, seconded by Supervisor Bauknecht to accept the minutes from the February 11, 2014 meeting. Motion carried.

Public Input Chair Gerroll opened up the meeting for public input. No public Input

Charter Service at Manitowoc County Airport

Patrick Heil from Maxair Incorporated gave a brief presentation to the committee informing them of the services offered with its charter service. Maxair, Inc. has been in business for over 40 years and has provided executive air charter services to the Fox Cities and surrounding areas. Maxair is based out of the Outagamie County Airport, and also operates the Cherryland Airport in Sturgeon Bay, WI. Commissioner Kennedy, Airport Manager Behnke, Corporation Counsel Rollins, and Patrick Heil have had meetings to discuss this matter. Corporation Counsel Rollins has prepared an Air Charter Services Contract for Manitowoc County. Patrick Heil would like to organize a social event with the Chamber at the Manitowoc County Airport for the community. Discussion by committee. Motion made by Supervisor Bauknecht, seconded by Supervisory Behnke to approve and enter into an Air Charter Services Contract with Maxair, Inc. Motion carried.

Truck Bids

Shop Superintendent, Wayne Sleger, advised that bids went out and were received for (2) Tri-Axle Dump Truck Chassis. The committee reviewed the spreadsheet for all the bids received. Wayne explained that the department would like to replace a 1993 and 1995 truck. Quality Truck from DePere, WI was the low bidder and Wayne recommends that we accept the bid from Quality Truck. Motion made by Supervisor Behnke, seconded by Supervisor Vogt to accept the bid from Quality Truck for (2) Tri-Axle Dump Truck Chassis. Motion carried.

Holschbach Property on STH 310

Commissioner Kennedy informed the committee that County Executive, Bob Ziegelbauer, received a letter on March 13th from Salutz & Salutz Attorneys on behalf of PR Holschbach, LLC inquiring if Manitowoc County had any interest in purchasing the Holschbach Quarry Pit located on STH 310. If the county was interested, an Offer to Purchase or Letter of Intent must be received by May 15, 2014. The parcel of real estate consists of approximately 99.56 acres (60 acres farmland and 38 mining). Gary Kennedy advised that an appraisal was completed on this property by Statewide Commercial Appraisal; a copy was given to each committee member. Discussion held by the committee to review all options for revenue if this parcel could be purchased. Motion made by Supervisor Behnke, seconded by Supervisor Vogt to have Commissioner Kennedy move forward and contact Public Works and Corporation Counsel Rollins to work on a proposed offer within the deadline of May 15, 2014. Motion carried.

2014 Budget & Overtime

The commissioner handed out the budget and overtime reports for the committee to review. He advised that the budget numbers were reviewed today and we are approximately \$100,000.00 over budget because of the severe winter we experienced.

Gary advised that the CTH "LS"/Dairyland Drive project will start on April 28th to be completed sometime in September. The department will be doing work on this project for Sheboygan County.

Vouchers

The committee reviewed the vouchers from February 10, 2014 to April 4, 2014. Motion made by Supervisor Bauknecht, seconded by Supervisor Dufek to approve the vouchers. Motion carried.

Next Meeting Date

The next meeting date will be announced at a later date.

Adjournment Motion made by Supervisor Bauknecht, seconded by Supervisor Dufek to adjourn at 5:17 p.m. Motion carried.

Submitted by:
Mary Koch,
Administrative Assistant



MANITOWOC COUNTY
HIGHWAY COMMITTEE
AMENDED MEETING NOTICE

DATE: July 8, 2014
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. Hydraulic Truck Bids
3. Restructuring of Personnel for Highway, Parks and Airport
4. Highway Department Plans & Goals for 2015-2019
5. Resolution Approving Statement of Project Intentions for Federal & State Funding
6. Request For Consent & Consent to Assignment of Ground Lease #2113 Helen Swetlik-Kodet to Jeffrey Jarosz
- 7. *Permit for Thomas Bare for Airshow Fund Raiser***
8. 2014 Budget & Overtime
9. Vouchers
10. Next Meeting Date

Dated: June 24, 2014

Amended: July 7, 2014

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

July 8, 2014

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 July 2014.

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

Roll Call: Present Chair Gerroll, Supervisors Behnke, Vogt, Hoffman, and Maresh.

Excused: None

Also Present: Commissioner, Gary Kennedy, Road Superintendent, Brian Glaeser, Airport Manager, Chuck Behnke, Shop Superintendent, Wayne Sleger, County Executive, Bob Ziegelbauer, Administrative Assistant, Mary Koch, and Chip Yost.

Approval of Minutes: Supervisor Vogt made a motion, seconded by Supervisor Behnke to accept the minutes from the April 8, 2014 meeting. Motion carried.

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

Hydraulic Truck Bids

Shop Superintendent, Wayne Sleger, advised that bids went out and were received for the hydraulics on (2) Tri-Axle Dump Trucks. The committee reviewed the spreadsheet for all bids received. Wayne explained the bids in detail to the committee. Casper's Truck Sales was the low bidder. Shop Superintendent Sleger recommended that the department accept the low bid from Casper's Truck Sales. Motion made by Supervisor Behnke, seconded by Supervisor Vogt to accept the low bid from Casper's Truck Sales. Motion carried.

Restructuring of Personnel for Highway, Parks and Airport

Commissioner Kennedy advised the committee that Adam Backus, Parks/Highway Superintendent, resigned on June 19th to take the Parks Director position in Calumet County. With his departure, he recommended changes in personnel staff. The committee reviewed a detailed memo from the commissioner explaining all the recommended changes and information supporting the changes. Discussion held by committee. Motion made by Supervisor Hoffman, seconded by Supervisor Vogt to approve two foreman positions for Parks/Airport, and to approve Greg Grotegut's position as State Superintendent to permanent status. Motion carried.

Highway Department Plans & Goals for 2015 – 2019

Commissioner Kennedy explained the department's plans and goals for the next five years. The committee reviewed the five-year plan that is fiscal responsible and improves our transportation infrastructure. The committee also reviewed building and road projects, along with the estimated costs, to make our infrastructure network a safe and reliable transportation system.

Resolution Approving Statement of Project Intentions for Federal & State Funding For County Airport

The committee reviewed the resolution. Motion made by Supervisor Behnke, seconded by Supervisor Maresh to approve the Airport Resolution Approving Statement of Project Intentions For Federal and State Funding, subject to the approval of the County Board. Motion carried.

Request for Consent & Consent to Assignment of Ground Lease #2113 Helen Swetlik-Kodet to Jeffrey Jarosz

Motion made by Supervisor Behnke, seconded by Supervisor Vogt to approve the Assignment of Ground Lease #2113 from Helen Swetlik-Kodet to Jeffrey Jarosz. Motion carried.

Permit for Thomas Bare for airshow Fund Raiser

Tom Bare has requested a permit for a fund raiser he is organizing on August 16th in his hangar for a 2015 Airshow at the Manitowoc County Airport. Commissioner discussed this matter with Corp. Counsel Rollins. Motion made by Supervisor Hoffman, seconded by Supervisor Vogt approving the permit subject to Corp. Counsel's consent. Motion carried.

2014 Budget & Overtime

The commissioner discussed the budget and overtime reports with the committee.

Vouchers

The committee reviewed the vouchers from 4-7-14 to 7-4-14. Motion made by Supervisor Behnke, seconded by Supervisor Maresh to approve the vouchers. Motion carried.

Next Meeting Date

The next meeting date will be August 12, 2014 at 4:30 p.m. at Manitowoc County Highway Department.

Adjournment

Motion made by Supervisor Behnke, seconded by Supervisor Hoffman to adjourn at 5:20 p.m. Motion carried.

Submitted by:
Mary Koch,
Administrative Assistant



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: September 9, 2014
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 Comment)

Specific subject matters upon which discussion or action is anticipated

2. Snowmobile Program
3. 2014-2015 Airport Budget
4. Jurisdictional Transfer for CTH "R"
5. IOH (Implements of Husbandry)
6. Request for Consent & Consent to Sublease from Thomas Bare to Paul Biegun, Request for Consent & Consent to Sublease from Don Kiel to Curt Drumm, and Request for Consent & Consent to Assignment of Lease from Richard Wrobel & Joe Casadonte to Joe Casadonte (Great Lakes, LLC).
7. 2014 Budget & Overtime
8. Vouchers
9. Next Meeting Date

Dated: August 26, 2014

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 9, 2014

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 September 2014.

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

Roll Call: Present Chair Gerroll, Supervisors Behnke, Vogt, Hoffman, and Maresh.

Excused: None.

Also Present: Commissioner, Gary Kennedy, Road Superintendent, Brian Glaeser, Patrol Superintendent, Greg Grotegut, County Executive, Bob Ziegelbauer, and Administrative Assistant, Mary Koch. (See Sign-In Sheet for additional attendance).

Approval of Minutes: Supervisor Vogt made a motion, seconded by Supervisor Hoffman to accept the minutes from the July 8, 2014 meeting. Motion carried.

Public Comment: Chair Gerroll opened the meeting for public comment. No public comment.

Snowmobile Program

Commissioner Kennedy thanked all members of the Snowmobile Clubs for attending this meeting. He informed the members that Chuck Behnke will be the temporary Parks Director and Greg Grotegut, State Patrolman, will be the contact person for the Snowmobile Clubs. The snowmobile grant was applied for and we have received half of the amount, with the remainder to follow after the work is completed and signs are up. The commissioner informed the committee that he would like feedback from the groups and advised that we will be working with them on all levels for the upcoming season. Elroy Jaeger, Manitowoc County Director for the snowmobile clubs, said he would like to know how the communication line for opening and closing trails will work. The system used in the past worked well. Commissioner Kennedy advised that the same plan should be followed and requested that he receive meeting notices from the club. President Ed Radandt wanted to know the status of our supplemental grant. Gary advised that Greg Grotegut will be at the September 10th meeting at The Cedars in Kiel and will hand out all documentation to the clubs.

2014-2015 Airport Budget

Commissioner Kennedy advised that the 2014 Airport Budget is at a positive for this year. The committee reviewed the 2015 proposed Airport Budget that will be submitted to the Comptroller on September 11, 2014, which projects a positive. Discussion held. Motion made by Supervisor Vogt, seconded by Supervisor Behnke to support the 2015 proposed Airport Budget. Motion carried.

The committee discussed the charter service from Maxair regarding the Manitowoc Company. Motion made by Supervisor Hoffman, seconded by Supervisor Vogt to grant a 2.5% commission for Maxair Charter to Manitowoc County. Motion carried.

IOH (Implements of Husbandry)

Commissioner Kennedy advised that this matter will be presented at a town board meeting and will be placed on our agenda at a later date.

Jurisdictional Transfer for CTH "R"

This matter was reviewed and approved by the committee last year. Motion made by Supervisor Maresh, seconded by Supervisor Hoffman to approve the Resolution Authorizing Jurisdictional Transfer for County Trunk "R" in the City of Manitowoc, subject to the approval of the County Board. Motion carried.

Request for Consent & Consent to Sublease from Thomas Bare to Paul Biegun, Request for Consent & Consent to Sublease from Don Kiel to Curt Drumm, and Request for Consent & Consent to Assignment of Lease from Richard Wrobel & Joe Casadonte to Joe Casadonte (Great Lakes, LLC)

Motion made by Supervisor Behnke, seconded by Supervisor Vogt to approve Consent to Sublease from Thomas Bare to Paul Biegun, Lot #1853, and the Consent to Sublease from Don Kiel to Curt Drumm, Lot #2117, and approved the Assignment of Ground Lease from Richard Wrobel & Joe Casadonte to Joe Casadonte (Great Lakes, LLC), Lot #2111. Motion carried.

2014 Budget & Overtime

The commissioner discussed the budget and overtime reports with the committee. He also explained the remaining projects to be completed at the department before the winter season arrives.

Vouchers

The committee reviewed the vouchers from 7-14 to 9-5-14. Motion made by Supervisor Hoffman, seconded by Supervisor Supervisor Maresh to approve the vouchers. Motion carried.

Next Meeting Date

The next meeting date will be October 14, 2014 at 6:30 p.m. at UW-Manitowoc, 705 Viebahn Street, Manitowoc, Wisconsin.

Adjournment

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

Submitted by:
Mary Koch,
Administrative Assistant



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: October 14, 2014
TIME: 6:30 p.m.
PLACE: UW-Manitowoc (Room F175)
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 Comment)

Specific subject matters upon which discussion or action is anticipated

2. 2014-2015 Highway Budget
3. 2014-2015 Parks Budget
4. Restructuring of Management Staff
5. IoH (Implements of Husbandry)
6. Extended Lease for Highway Landscapers, Inc. & Broadwind Towers
7. 2014 Budget & Overtime
8. Vouchers
9. Next Meeting Date

Dated: October 8, 2014

Rick Gerroll, Committee Chairman
By: Gary L. Kennedy, Highway Commissioner

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HIGHWAY COMMITTEE MINUTES

October 14, 2014

The Manitowoc County Highway Committee convened into an open session at UW-Manitowoc, Room F 175, 705 Viebahn Street, Manitowoc, WI being the 14th day of October 2014.

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

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

Excused: Supervisor Maresh

Also Present: Commissioner, Gary Kennedy, County Executive, Bob Ziegelbauer, County Board Chair, Jim Brey and Sup. Baumann.

Approval of Minutes Supervisor Vogt made a motion, seconded by Supervisor Hoffman to accept the minutes from the September 9, 2014 meeting. Motion carried.

Public Comment Chair Gerroll opened the meeting for public comment. No public comment.

2014-2015 Highway Budgets

Commissioner Kennedy explained the 2015 proposed highway department budget. He mentioned that all of the 2015 construction projects have state and federal dollars allocated to them. He also discussed the past six year history of the department's transportation aids.

2014-2015 Parks Budgets

The commissioner discussed the revenues and expenses for the park's department and mention that the tax levy is approximately \$6,000 less than 2014.

Restructuring of Management Staff

Commissioner Kennedy gave an update on the interview process and explained the following proposal:

- * Offer the vacant Highway Superintendent position to an existing foreman
- * Convert the vacant foreman position to Highway Engineer position

Supervisor Behnke made a motion, seconded by Supervisor Hoffman to accept the restructuring proposal. Motion carried.

IoH (Implements of Husbandry)

Commissioner Kennedy advised the committee that there will be a meeting with all the municipalities and law enforcement on November 6th at the highway office to discuss this new law.

Extended Lease for Highway Landscapers, Inc. & Broadwind Towers

The commissioner explained the importance of these two leases and how they interact with each other. Both parties are requesting an additional 2 year extension on their current lease. Discussion by committee. Supervisor Behnke made a motion, seconded by Supervisor Vogt to grant Highway Landscapers, Inc. and Broadwind Towers an additional 2 year lease extension. Motion carried.

2014 Budget & Overtime

The commissioner discussed the budget and overtime reports with the committee.

Vouchers

The committee reviewed the vouchers from 9-8-14 to 10-10-14 . Motion made by Supervisor Hoffman, seconded by Supervisor Hoffman to approve the vouchers. Motion carried.

Next Meeting Date

The next meeting date will be November 4th or December 9th.

Adjournment - Motion made by Supervisor Vogt, seconded by Supervisor Hoffman to adjourn at 6:50 p.m. Motion carried.

Submitted by:
Gary L. Kennedy,
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: December 9, 2014
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 Comment)

Specific subject matters upon which discussion or action is anticipated

2. IoH (Implements of Husbandry)
3. Assignment of Hangar Lease from Garth & Donna Hammond to Greg Langman. Lot #2127
4. Ordinance Amending Airport Minimum Standards
5. 2015 Winter Road School - January 12, 13, 14, 2015 Chula Vista Resort
6. Quit Claim Deeds for Project ID T01-4(19)
7. 2014 Budget & Overtime
8. Vouchers
9. Next Meeting Date

Dated: December 2, 2014

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
December 9, 2014

The Manitowoc County Highway Committee convened into an open session at Manitowoc County Highway Department, 3500 STH 310, Manitowoc, WI at 4:30 p.m., being the 9th day of December 2014.

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

Roll Call: Present Chair Gerroll, Supervisors Behnke, Vogt, Maresh and Hoffman.

Excused: None

Also Present: Commissioner, Gary Kennedy, Road Superintendent, Marc Holsen, County Executive, Bob Ziegelbauer, County Board Chairman, James Brey, Sophia Vaca, and Mary Koch, Administrative Assistant.

Approval of Minutes Supervisor Vogt made a motion, seconded by Supervisor Behnke to accept the minutes from the October 14, 2014 meeting as amended wherein it was stated that Supervisor Hoffman made and seconded the motion approving the vouchers. Motion carried.

Public Comment Chair Gerroll opened the meeting for public comment. No public comment.

IoH (Implements of Husbandry)

Commissioner Kennedy advised that a meeting was held last month to update the Towns and Villages regarding the Implements of Husbandry (IoH). Seventeen townships, three villages, members of the State Patrol and Sheriff's Department and Bob Dewane, from the District Attorney's Office attended the meeting to review the options for this weight limit permit. He explained that Kewaunee, Calumet and Sheboygan Counties also reviewed the permit and will elect option 7. Gary Kennedy recommends that the committee select option 7 as well. Discussion held. Motion made by Supervisor Behnke, seconded by Supervisor Vogt to elect option 7 for the Implements of Husbandry. Motion carried.

Assignment of Hangar Lease from Garth & Donna Hammond to Greg Langman – Lot #2127

Committee reviewed the request for assignment of hangar lease. Motion made by Supervisor Maresh, seconded by Supervisor Hoffman to approve the request for assignment of hangar lease from Garth and Donna Hammond to Greg Langman for Lot 2127 at the Manitowoc County Airport. Motion carried.

Ordinance Amending Airport Minimum Standards

Supervisor Vogt advised the committee that the Airport Advisory Committee, and Chuck Behnke, Airport Manager, reviewed the ordinance line by line at the last 4 meetings. A thorough review was completed with some minor changes made to the Airport Minimum Standards. Discussion held by committee. Motion made by Supervisor Behnke, seconded by Supervisor Vogt to approve these changes. Motion carried.

2015 Winter Road School – January 12th, 13th, and 14th Chula Vista Resort

Commissioner Kennedy presented the agenda to the committee for the Winter Road School. Supervisor Vogt will be attending.

Quit claim Deeds for Project ID T01-4(19)

The Wisconsin Department of Transportation (WisDOT) requested a Quit Claim Deed to transfer ownership from the county back to the state for small parcels of Right-of-Way from an earlier project in 1961 (Memorial Drive Project) which was purchased by the County from the State. The project left many small stripped parcels along Memorial Drive. John Kropp reviewed these parcels and recommends we grant the request of the WisDOT and prepare a Quit Claim Deed and record the deed at the Manitowoc County Register of Deeds. Commissioner Kennedy recommends the same and advised that the county does not need this extra right-of-way. Motion made by Supervisor Hoffman, seconded by Supervisor Behnke to Quit Claim these approximate 50 parcels from 1961 to WisDOT. Motion carried. (See Attachment)

2014 Budget & Overtime

The committee reviewed the budget and overtime reports. Gary Kennedy advised to date the budget has no concerns and should end in a positive balance provided the weather cooperates.

Vouchers

The committee reviewed the vouchers from 10-13-14 to 12-5-14. Motion made by Supervisor Behnke, seconded by Supervisor Hoffman, to approve the vouchers. Motion carried.

Next Meeting Date

The scheduled meeting will be February 10, 2015 at the Manitowoc County Highway Department at 4:30 p.m.

Adjournment - Motion made by Supervisor Hoffman, seconded by Supervisor Maresh to adjourn at 4:50 p.m. Motion carried.

Submitted by:
Mary Koch,
Administrative Assistant



Division of Transportation
System Development
Northeast Regional Office
944 Vanderperren Way
Green Bay, WI 54304

Scott Walker, Governor
Mark Gottlieb, P.E., Secretary
Internet web site: www.dot.wisconsin.gov

Telephone: (920)492-5643
Facsimile (FAX): (920)492-5640
E-mail: ner.dtsd@dot.wi.gov

October 24, 2014

Manitowoc County Highway Department
Attn: Gary Kennedy
3500 State Highway 310
Manitowoc, WI 54220

Re: Project ID T01-4(19)
Quit Claim Deed

Gary,

We are in need of a Quit Claim Deed to transfer ownership back to the DOT from an early project that was purchased by the County for the State. Instead of doing this one parcel at a time when we are approached to purchase parcels, we are trying to do the whole project at one time.

Please let me know if you have any questions or need additional information.

Thanks.

Sincerely,

A handwritten signature in cursive script that reads "Ruth Johnson".

Ruth Johnson
Property Management
WisDOT – NE Region
(920) 492-2386
Ruth.Johnson@dot.wi.gov

**ORDER TO COUNTY TO CONVEY
HIGHWAY RIGHT OF WAY TITLE TO STATE**

Wisconsin Department of Transportation

DT2170 03/2012

The County Highway Committee of Manitowoc County, Wisconsin pursuant to the Order of the Wisconsin Department of Transportation acquired under Section 84.09, Wisconsin Statutes, or its predecessor, certain lands or interests. The title to lands or interests specified below is transferable to the State of Wisconsin pursuant to Section 84.09, Wisconsin Statutes on the Order of the Wisconsin Department of Transportation to the County Clerk and the County Highway Committee. It is ordered that the County Clerk and County Highway Committee convey to the State of Wisconsin without charge the title or easement acquired with the following parcel(s) of the Wisconsin Department of Transportation project designated below.

Parcel	Grantor	Location	Recording Data		
			Volume (Reel)	Page (Image)	Document Number
	See Attached List				

x Curtis D. Van Erem 10/24/2014
 State Real Estate Manager Signature Date

Curtis D Van Erem
 Print Name

Project ID
 T01-4(19)

Parcel No.(s)
 25

QUIT CLAIM DEED – RIGHT OF WAY TRANSFER

Wisconsin Department of Transportation
 Exempt from fee [s. 77.25(2r) Wis. Stats.]
 Unnumbered 04/2013

THIS DEED, made by **Manitowoc** County, GRANTOR, quit claims to the **State of Wisconsin, Department of Transportation**, GRANTEE, by direction and order of the Wisconsin Department of Transportation, dated **10/27/2014**, pursuant to Section 84.09(3)(b), Wisconsin Statutes, the following parcels of land in **Manitowoc** County, State of Wisconsin.

LEGAL DESCRIPTION IS ATTACHED AND MADE A PART OF THIS DOCUMENT BY REFERENCE.

This space is reserved for recording data

Return to
 Wisconsin Department of Transportation
 NE Region
 944 Vanderperren Way
 Green Bay, WI 54304

Parcel Identification Number/Tax Key Number
 Right of Way

Signature _____	Date _____
Print Name _____	
Signature _____	Date _____
Print Name _____	
Signature _____	Date _____
Print Name _____	
Signature _____	Date _____
Print Name _____	

_____ Date

State of Wisconsin)
) ss.
 _____ County)

On the above date, this instrument was acknowledged before me by the named person(s).

 Signature, Notary Public, State of Wisconsin

 Print Name, Notary Public, State of Wisconsin

 Date Commission Expires

Project ID T01-4(19)	This instrument was drafted by Wisconsin Department of Transportation	Parcel No(s). 25
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LEGAL DESCRIPTION

Parcels of land acquired for highway purposes pursuant to order of the Wisconsin Department of Transportation, formerly State Highway Commission, and as shown on the road plans for project T01-4(19), Manitowoc County, as said lands are more particularly described in the following recorded instruments:

Parcel No.	Grantor	Location	Volume	Page No.	Document No.
4	Francis R. Sawyer and LaVerne Sawyer	Government Lot 1, Section 16, T19N, R24E	317	658	387852
9	Randal R. Jackson and Jeanette Jackson	Part of Lots 7 and 9, Block 2, Assessors Plat Number 2 in Government Lot 1, Section 16, T19N, R24E	318	388	388820
10	Daniel R. Wiczek and Mary Jane Spencer	Lot 11, Block 2, Assessors Plat Number 2, in Government Lot 1, Section 16, T19N, R24E	318	392	388824
11	Junias H. Pleuss and Marie M. Pleuss	Lot 13, Block 2, Assessors Plat Number 2, in Government Lot 1, Section 16, T19N, R24E	317	279	386958
12	C. Harold Bell and Helen Bell	Lot 17, Block 2, Assessors Plat Number 2, in Government Lot 1, Section 16, T19N, R24E	318	385	388818
13	Conrad Althen and Bernice Althen	All that part of fractional Section 15, T19N, R24E	317	660	387854
14	Clara Reihsen	Lots 14, 15 and 16, Block 17, Manitowoc Beach Addition, in Government Lot 3, Section 10, T19N, R24E	318	443	388972
15	Gladys King and Alma J. Scholten	Lots 9, 10, 11, 12, 13 and 14, Block 18; and the w 1/2 of Block 19; Manitowoc Beach addition, in Government Lot 3, Section 10, T19N, R24E	317	661	387855
17	Alvin G. Thompson and Gloria M. Thompson	Lot 15, Block 2, Assessors Plat Number 2, in Government Lot 1, Section 16, T19N, R24E	317	28	386959
18	Victor Christel and Alverta Christel	All that part of the east 141 feet of Government Lot 1, Section 16, T19N, R24E	317	463	387421
19	Hubert A. Nelesen and Renata Nelesen	All that part of Government Lot 4, Section 16, T19N, R24E	317	663	387857
20	Joseph Rezek and Marie K. Rezek	A triangular shaped parcel of land in Government Lot 4, Section 16, T19N, R24E			386442
21	Francis C. Englert and Helen A. Englert	All that part of Government Lot 4, Section 16, T19N, R24E	233	304	386443
22	Emma Opichka	All that part of Government Lot 4, Section 16, T19N, R24E	233	294	386154
23	Robert A. Gosling and Ann M. Gosling	All that part of Government Lot 4, and Oehler and Guenthers Subdivision, all in Section 16, T19N, R24E	317	509	387556
24	Clifford W. Shulander and Rosa Lee Shulander	A triangular shaped parcel of land in Lot 31, Oehler and Guenthers Subdivision, in Section 16, T19N, R24E	317	193	386734
25	Donald P. Pauly and Janet D. Pauly	All that part of Lots 16, 17, 18 and 19, Oehler and Guenthers Subdivision, in Section 16, T19N, R24E	318	390	388822
26	Glenn R. Gaterman and Janet M. Gaterman	All that part of Lots 9 and 10, Oehler and Guenthers	317	433	387366

Parcel No.	Grantor	Location	Volume	Page No.	Document No.
		Subdivision, in Section 16, T19N, R24E			
27	Henry Wage and Elsie G Wage	All that part of Lot 8, Oehler and Guenthers Subdivision, in Section 16, T19N, R24E	317	432	387365
28	Dr. William C Randolph, Barbara B Randolph, and The First National Bank	All that part of Lot 7, and the southwesterly ½ of Lot 6, Oehler and Guenthers Subdivision, in Section 16, T19N, R24E	317	431	387364
29	Lydia Gaterman and Freda Gaterman Born	All that part of Lot 5 and the northeasterly ½ of Lot 6, Oehler and Guenthers Subdivision, in Section 16, T19N, R24E	317	429	387362
30	William C Gaterman and Florence S Gaterman	All that part of Lots 1, 2, 3 and 4, Oehler and Guenthers Subdivision, in Section 16, T19N, R24E	317	430	387363
31	John H Schuette and Alberta Schuette	All that part of Government Lot 2, Section 16, T19N, R24E	317	192	386733
32	Cyril J Niquette and Bertha A Niquette	All that part of Government Lot 2, Section 16, T19N, R24E	317	191	386732
33	Nelson C Tompkins and Alma N Tompkins	All that part of Government Lot 2, Section 16, T19N, R24E	318	391	388823
34	Charles W Tikalsky, Pleuss Realty Co., and Paul Pleuss as Trustee of the Edwin F Pleuss Estate	All that part of Fractional Section 15 and Government Lot 4, Section 10, T19N, R24E	318	373	388789
35	Charles Luke Feuerstein, doing business as Feuerstein Oil Company, Two Rivers, Wisconsin and Caroline Feuerstien	All that part of Lot 1, Berger Subdivision of Government Lot 1, Section 11, T19N, R24E	319	124	389861
36	Paul A Larson and Albertine Larson	All that part of Lot 1, Berger Subdivision of Government Lot 1, in Section 11, and part of Section 2, all in T19N, R24E	318	710	389565
37	Wisconsin Public Service	Lot 1, Berger Subdivision of Government Lot 1, Section 11, T19N, R24E, lying between the Chicago and Northwestern Railway and STH 42 as it now exists	318	685	389495
38	City of Manitowoc	All that part of the west 20 feet of the east 30 feet of Lot 1, Oehler and Guenthers Subdivision, in Section 16, T19N, R24E			387531
39	City of Two Rivers	All that part of Lot 1, Berger Subdivision of Government Lot 1, Section 11, T19N, R24E	317	692	387929
40	City of Two Rivers	A strip of land 130 feet in width in the City of Two Rivers lying east of the west line of School Street as it now exists, and which lies between lines 60 feet distant on the northwesterly side of and 70 feet distant on the southeasterly side of and parallel with the right of way reference line of STH 42 as laid out under Project F01-4(34)	317	693	387930