



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: February 14th, 2017
TIME: 4:30 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 Comment)

Specific subject matters upon which discussion or action is anticipated:

2. Allen Berschek R/W Proposal follow-up
3. MCHD 2017 Construction Plan
4. WisDOT 2017-2022 Updated Plan
5. Local Bridge Program Funding
6. CTH CR Pipe Lining
7. Airport and Parks Restructuring
8. Engineering Technician Position
9. Manitowoc Company Hanger
10. 2017 Winter Road School Brief
11. County X Bridge Update Presentation (MSA Professional Services) Reschedule
12. Vouchers
13. Overtime Report
14. Next Meeting Date

Dated: February 1st, 2017

Rick Gerroll, Committee Chairman
By: Marc Holsen, Highway Commissioner

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

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

HIGHWAY COMMITTEE MINUTES

February 14, 2017

The Manitowoc County Highway Committee convened into an open session at the UW Manitowoc (Cafeteria), 705 Viebahn St., Manitowoc, Wisconsin at 4:30 p.m., on the 14th day of February, 2017.

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

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

Excused:

Also Present: Highway Commissioner Holsen, County Executive Ziegelbauer, Supervisor Waack, Supervisor Falkowski, County Board Chair Jim Brey

Approval of Minutes Supervisor Behnke made a motion, seconded by Supervisor Maresh to accept the minutes from the December 14, 2016 meeting. Motion carried.

Public Comment

None

Allen Berschek R/W Proposal Follow-up

Holsen stated that this pending topic is still in process. Highway Dept. received a description of R/W easement drafted by Attorney John Stangel, (Salutz & Salutz, LLP) on the property owners behalf. Holsen informed the committee that this document is currently under review by Corporate Counsel. Supervisor Gerroll stated that he had also spoken with Corporate Counsel regarding the easement releases and that it is being resolved. Follow-up discussion and review will be continued at the next Highway Committee meeting.

MCHD 2017 Construction Plan

Holsen presented updated the 2017 construction road plan breakdown and map including the design of future projects.

WisDOT 2017-2022 Updated Plan

Holsen presented the six-year WisDOT updated plan and explained the project locations and projected construction dates. Brief discussion on the upcoming I-43 project along with the potential traffic concerns throughout the summer of 2017.

Local Bridge Program Funding

Holsen presented his concerns of the recent federal/state funding shortage issues related to the many structures within Manitowoc County and various counties throughout the Northeast Region and State as a whole. The projects to be dropped and project funds to be re-allocated were discussed.

CTH CR Pipe Lining

Holsen stated that the CTH CR pipe lining project was successful and came in within the estimated budget. He explained the duration and sequence of the project and presented a short video clip of the onsite process. Discussion of the reasoning and avoidance of potential financial risks were compared to a traditional removal and replace method.

Airport/Parks Restructuring

Holsen presented the restructuring of the Parks and Airport currently under the Highway Department umbrella. He stated that Planning and Zoning will assume the responsibility of the administrative aspects of the Parks Department to include all grants and related programs effective April 1st although a transition period may extend. The Highway Dept. would still perform maintenance such as grass cutting, minor repairs and lake docks seasonal installation and removal as needed.

Engineering Technician Position

The need for the engineering services in the future was discussed as this position has been vacant for the past year. Supervisor Behnke asked about the cost comparisons of having an in-house service versus contracting an outside firm for the needed services. Holsen presented the 2016 costs to the department incurred from outside firms as well as the proposed wage scale for the potential future position filling. Also, the job description details and reasoning of proposing an Engineering Technician Position (Hybrid) versus an "Engineer, P.E". Position were presented as a cost savings while allowing flexibly to utilize the position within the department for snow removal operations and other tasks when needed. Holsen also stated that an outside firm will still be needed for various tasks such as bridge inspections and other assignments as engineering related issues need to be addressed and performed by a Professional Engineer, (P.E.) in which the county does not currently have. The importance of the continuation of the current contracted services needs was emphasized by Holsen as well. Supervisor Behnke recommended that this be tabled until next meeting as more information was requested.

Manitowoc Company Hanger

Holsen informed the committee that the Manitowoc Company had recently contacted Gary Robinson, (Airport Manager) and notified him of their near future intentions of selling their hanger. He also stated that an additional hanger owner may be relocating and putting a hanger up for sale.

2017 Winter Road School Brief

A brief discussion and overview of the recent Road School events that took place as Supervisors Vogt and Maresh attended this conference with Holsen. Holsen stated that this event presented a variety of good information of various topics.

County "X" Bridge Update Presentation (MSA Professional Services Reschedule

Holsen stated that MSA would like to reschedule the original update meeting for next month. They will attend the March committee meeting.

Vouchers The committee reviewed the vouchers dated November 30th, 2016 to February 7th. Supervisor Hoffman made a motion to approve, seconded by Supervisor Maresh. Motion carried.

Overtime Report

Commissioner Holsen and the committee members reviewed the overtime report. No further discussion.

Next Meeting Date

March 14th, 2017

Adjournment

Supervisor Maresh made a motion to adjourn, seconded by Supervisor Behnke. Motion Carried. Meeting adjourned at 5:17 p.m.

Submitted by:

Marc A. Holsen,
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: March 14, 2017
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. Engineering Technician Position
3. Administrative Assistant Position
4. CTH "VV" R/W Resolution Draft
5. 2017-2021 Local Program
6. CTH R Update
7. STH 42 (Lincoln Ave.) Project
8. I-43 Construction Update
9. Truck Bid Results
10. Overtime Report
11. Vouchers
12. Next Meeting Date

Dated: March 6, 2017

Rick Gerroll, Committee Chairman
By: Marc Holsen, Highway Commissioner

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

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HIGHWAY COMMITTEE MINUTES

March 14, 2017

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, Wisconsin at 4:30 p.m., on the 14th day of March, 2017.

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

Roll Call: Supervisors Gerroll, Behnke, Vogt, and Hoffman

Excused: Maresh

Also Present: Highway Commissioner Holsen, County Executive Ziegelbauer, TR Mayor Greg Buckley, Jim McDonald

Approval of Minutes Supervisor Behnke made a motion, seconded by Supervisor Hoffman to accept the minutes from the February 14, 2017 meeting. Motion carried.

Public Comment

None

Engineering Technician Position

Holsen explained the position needs and the concern of the budget funds to support the position for the remainder of 2017. The committee commented on the position and felt that our current contracted engineering services are secure in the meantime although agreed that the need does exist and should be budgeted for in 2018. Holsen reminded the committee that this position has been vacant since 2016 therefore is not a new position being proposed. The position shall be budgeted for in 2018.

Administrative Assistant Position

Holsen informed the committee that the current Administrative Assistant position remains vacant while it is currently being filled as a temporary position. Five candidates have been selected for interviews and the process shall start at the end of the week as second interviews will take place following shortly thereafter. No further discussion.

CTH "VV" R/W Resolution Draft

Holsen presented a revised resolution pertaining to the right-of-way easement in which was tabled from last meeting. Edits have been made to the prior resolution verbiage related to a future easement requested by the City of Two Rivers for a potential future bike path. Greg Buckley expressed his concerns and possible constraints to if the path was to be proposed in the future. Supervisor Gerroll explained the non-active history of this area and his concerns of this being brought to the committee by the city after the long duration of the process in which allowed ample time to contest the issue. Proposed edited resolution verbiage shall be submitted to Corporation Counsel by the City of Two Rivers by Friday (3/17/2017) regarding an easement agreement. The Highway Committee shall meet prior to the next County Board meeting (3/21/2017) to review and take action on the revised resolution.

2017-2021 Local Program

Holsen explained that the new Local Program cycle process has begun and mentioned the bridge structures to be applied for within the upcoming cycle. He presented a scoping checklist with areas to focus upon for future estimating purposes. He optimistically stated that the program has been corrected of the financial flaws related to estimation of projects for this upcoming cycle that has recently presented the County and State of Wisconsin as a whole with under-estimated project costs in the past program cycle(s). No further discussion.

CTH “R” Update

Holsen stated that Ayres Associates and Robert. E. Lee and Associates had held a public information meeting at the Manitowoc City Hall on March 2nd relating to the scheduling and updated information of the 2019 “Rapids Road” project. The project is still on schedule for the 2019 season. He informed the committee of the railroad constraints and the potential temporary access road proposed for a two week duration use.

STH 42 (Lincoln Ave.) Update

Holsen informed the committee of the schedule of the STH 42 project and that a detour will be in place for the entire season in which includes CTH VV. No further discussion.

I-43 Construction Update

Holsen informed the committee that I-43 traffic will experience major impacts throughout the remainder of the year due to lane closures and bi-directional traffic routing. This is due to two separate bridge structure replacements, other deck rehabilitation projects and resurfacing of the remaining 6 miles. The lane closures will start on Monday (3/20) and the bi-directional traffic routing will start on Friday (3/24).

Truck Bid Results

Holsen presented the bid results of the recent bid opening for the 2017 quad-axle truck purchase. He also stated that an old tri-axle unit was used a trade-in for the replacement as common practice.

Supervisor Gerroll made a motion accept the bids, seconded by Supervisor Behnke. Motion carried.

Vouchers The committee reviewed the vouchers dated February 8th, 2017 to February 28, 2017. Supervisor Gerroll made a motion to approve, seconded by Supervisor Hoffman. Motion carried.

Overtime Report

Commissioner Holsen and the committee members reviewed the overtime report. Holsen stated the reduction of overtime by the changing night shift hours is presenting a favorable outcome as fewer early call-ins and shift holdovers are necessary. No further discussion.

Next Meeting Date

March 21th prior to County Board Meeting

Adjournment

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

Meeting adjourned at 5:12 p.m.

Submitted by:

Marc A. Holsen,
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: March 21st, 2017
TIME: 6:45 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)
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

2. CTH "VV" R/W Easement Release Resolution
3. Next Meeting Date: April 11th, 2017 (Tentative)

Dated: February 15th, 2017

Rick Gerroll, Committee Chairman
By: Marc Holsen, Highway Commissioner

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

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HIGHWAY COMMITTEE MINUTES

March 21, 2017

The Manitowoc County Highway Committee convened into an open session at the UW Manitowoc (Cafeteria), 705 Viebahn St., Manitowoc, Wisconsin at 6:45 p.m., on the 21st day of March, 2017.

Supervisor Gerroll called the meeting to order at 6:45 p.m.

Roll Call: Supervisors Gerroll, Behnke, Vogt, and Hoffman

Excused: Maresh

Also Present: Highway Commissioner Holsen, County Board Chair Jim Brey, Corp. Counsel Peter Conrad

Public Comment

None

CTH “VV” R/W Easement Release Resolution

Holsen presented the updated information to the Committee related to the previously tabled right-of-way item. Brief discussion took place.

Supervisor Behnke made a motion to approve. Seconded by Supervisor Vogt.

Motion carried.

Next Meeting Date

May 9th, 2017

Adjournment

Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Behnke. Motion Carried.

Meeting adjourned at 6:47 p.m.

Submitted by:

Marc A. Holsen,
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: May 9th, 2017
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)

(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

2. Work Zone Speed Reduction Draft Resolution
3. Airport Advisory Structure
4. Airport Hanger Sublease (Tom Bare to William Morgan)
5. Kite Fly 2017
6. WisDOT 2016 Winter Summary Report
7. CTH R (Rapids Road) Speed Reduction Proposal (City Common Council Rejection)
8. County Bridge Postings Update
9. 2017-2019 Local Bridge Program Cycle Apply
10. CTH LS R/W Cutting Review
11. CTH LS Project Extension/2017 Project Schedule
12. WisDOT Deer Pick-up Update
13. 141 Speedway Crosswalk
14. 2017 Summer Road School Agenda
15. Overtime Report
16. Vouchers
17. Next Meeting Date:

Dated: May 1st, 2017

Rick Gerroll, Committee Chairman
By: Marc Holsen, Highway Commissioner

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

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HIGHWAY COMMITTEE MINUTES

May 9, 2017

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, Wisconsin at 4:30 p.m., on the 14th day of March, 2017.

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

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

Excused:

Also Present: Highway Commissioner Holsen, County Executive Ziegelbauer, County Board Chairman Brey

Approval of Minutes Supervisor Gerroll made a motion, seconded by Supervisor Hoffman to accept the minutes from the March 21st, 2017 meeting. Motion carried.

Public Comment

None

Work Zone Speed Reduction Draft Resolution

Holsen presented a draft resolution to reduce the speed limit in 70 MPH speed zones to 55 MPH temporarily throughout the duration of road maintenance activity being performed on I-43. He explained that this is an additional measure to enhance the current safety practices taken for our Highway Maintenance Workers. A group consensus was reached to by the Committee. Brief discussion followed. Holsen stated that he will submit this to Corp. Counsel for approval prior to the next scheduled County Board Meeting.

Airport Advisory Structure

Holsen stated that the recent Chairman of the Airport Advisory has resigned from the position and the Committee. Also, presented a document stating the proposed structure of the Advisory Committee including members of multiple organizations and experiences related to the aviation field. Named were the candidates recommended by the Advisory Committee at the recent quarterly May meeting to fill current vacancies. Motion made by Supervisor Behnke to approve the members and the Committee structure. Seconded by Hoffman.

Airport Hanger Sublease (Tom Bare to William Morgan)

A hanger sublease from Tom Bare to William Morgan was presented for review. Supervisor Behnke made a motion to approve the sublease. Seconded by Vogt.

Kite Fly 2017

Holsen explained to the Committee that the Kite Fly event that has taken place at the airport in previously will not be held this year. Brief discussion followed.

WisDOT 2016 Winter Summary Report

Holsen explained the 2016 winter results from an analysis provided by WisDOT in which itemized various winter road maintenance activities by County statewide. He stated the financial and efficiency benefits of the usage of salt brine and underbody belly blades on the newer truck units. Brief discussion followed.

CTH R (Rapids Road) Speed Reduction Proposal (City Common Council Rejection)

Holsen advised the Committee of the possible financial and schedule impacts and repercussions related to the City of Manitowoc Common Council's vote to not approve the proposed speed limit reduction on CTH R (Rapids Road). He presented a brief overview of the history of the roadway design and stakeholders involved. Discussion took place and Chairman Brey stated that this topic will be presented on the next Council agenda upon the approval to add the topic.

County Bridge Postings Update

Holsen presented a document provided by the Bureau of Structures providing information related to forecasted upcoming bridge loading limits within the county. He stated that the minimal impact will result in 12 structures being posted while the maximum number of bridges could be up to 24. He stated that the bridges affected will consist of both County and Township structures throughout the county as the FWHA has implemented a new load rating calculation. He said the expected timeframe for the relayed information should be received by mid-summer and that all 72 counties in the State will be effected. Brief discussion followed.

CTH LS R/W Cutting Review

Holsen stated that he had followed up on a previous right-of-way cutting complaint from a resident on CTH LS. He stated that a corrective action was taken for future cutting practices within residential areas.

CTH LS Project Extension/2017 Project Schedule

Holsen informed the Committee of the addition of a ½ mile extension proposed for the first phase of the CTH LS resurfacing project. The new project limits will be from Viebahn St. to Carstens Lake Road as the original construction was budgeted to South 26th Street. Brief discussion related to history of the roadway, current base conditions and road structure analysis results took place. He stated that South 10th Street adjoining this project will also be under construction this summer and the he would work in conjunction with the City to determine the most feasible schedule to reduce traffic impacts throughout both project durations.

WisDOT Deer Pick-Up Update

Holsen explained the current deer carcass pick-up issues on State highways as the WisDNR has contracted this service with a contractor based in Shawano. He expressed his concerns related to response time and contract verbiage as he presented a copy of the contract to the committee. He said that the County and Township roads will still receive the same service from the reliable local contractor in which is not contracted by the State due to recent changes. Discussion followed.

141 Speedway Crosswalk

Holsen stated that the Highway Department has not received any further information related to the agenda item.

2017 Summer Road School Agenda

The Committee was provided with the agenda for the upcoming Road School. Holsen pointed out a variety of beneficial sessions related to the proposed budget, WisDOT program updates, etc...

Overtime Report

The committee reviewed the overtime report. Motion to approve by Behnke. Seconded by Maresh.

Vouchers The committee reviewed the vouchers dated

March 7th, 2017 to April 25, 2017. Supervisor Gerroll made a motion to approve, seconded by Supervisor Hoffman. Motion carried.

Next Meeting Date

June 13th

Adjournment

Supervisor Gerroll made a motion to adjourn, seconded by Supervisor Hoffman. Motion Carried.
Meeting adjourned at 5:22 p.m.

Submitted by:

Marc A. Holsen,
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: June 13th, 2017
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. 141 Speedway
3. Highway Department Safety Training Program
4. NE Region Meeting
5. Secretary of Transportation Meeting
6. 2018 NE Region Meeting Hosting
7. 2017 DMA Maintenance Plan
8. Bridge Deck Sealing Cycle Information
9. Winter Route Optimization
10. Phragmites Grant Update
11. Airport Petition Approval
12. Manitowoc Company Hangar
13. STP Rural 2017-2022 Program
14. Overtime Report
15. Vouchers
16. Next Meeting Date:

Dated: June 5, 2017

Rick Gerroll, Committee Chairman
By: Marc Holsen, Highway Commissioner

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HIGHWAY COMMITTEE MINUTES

June 13, 2017

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, Wisconsin at 4:30 p.m., on the 13th day of June, 2017.

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

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

Excused:

Also Present: Highway Commissioner Holsen, County Executive Ziegelbauer

Approval of Minutes Supervisor Gerroll made a motion, seconded by Supervisor Hoffman to accept the minutes from the May 9th, 2017 meeting. Motion carried.

Regular Business

(Public Comment)

None

141 Speedway

Holsen explained the recent Board of Adjustment approval for the conditional use permit with requirements to be met. Holsen mentioned that the Traffic Safety Commission held a special meeting on 6/8/2017 to review the Board's decision. He discussed the recommendations of the Traffic Safety Committee to be presented to the Board of Adjustment. Discussion regarding Manitowoc County being exempt from liability took place. Brief discussion followed.

Supervisor Maresh made a motion to approve the Traffic Safety Committee recommendations. Seconded by Supervisor Behnke. Motion carried.

Highway Department Safety Training Program

Holsen provided the Committee with safety training documentation and safety program related topics related to the Highway Department Training Program that has been recently enhanced. Supervisors were presented with various certificates/training programs that have been implemented for all Highway Employees. He mentioned the expectations of wearing class 3 reflective pants while working in live traffic situations. Daily safety briefs and related topics/documentation discussed. Holsen stated that the enhancement of the department's safety program will be an ongoing and continuous effort.

NE Region Meeting

Holsen stated that Kewaunee County hosted the annual meeting this year on May 4th and gave a brief overview of what took place at the meeting. He mentioned the multiple presenters and the transportation budget related topics that were discussed. Supervisor Behnke questioned the status of the car-killed deer carcass pick-up. Holsen explained the DNR and WisDOT protocol of the deer pickup for the future on State highways as there has been concern regarding the recent changes. He stated that county highway and township procedures will remain unchanged until further notice.

Secretary of Transportation Meeting

Holsen stated he had met with The Secretary of Transportation, Dave Ross. He mentioned the topics discussed and that the meeting results were favorable and provided a positive outlook.

2018 NE Region Meeting Hosting

Holsen explained Manitowoc County will be hosting the 2018 NE Region meeting and that we have initiated the planning for the meeting.

2017 DMA Maintenance Plan

Holsen provided information related to Discretionary Maintenance funding and explained how the winter savings are allocated to state maintenance accounts. He explained the projects WisDOT taking place this summer.

Bridge Deck Sealing Cycle Information

Holsen provided the Committee with a 5-year bridge deck sealing maintenance plan.

Winter Route Optimization

Holsen discussed the current winter maintenance routes that are being studied as part of a state-wide program that entails the possibility altering for efficiency and cost effectiveness purposes. He explained the preliminary planning process.

Phragmites Grant Update

Holsen stated that the funds allocated as a grant match earlier for invasive species ratification will be utilized this season. He discussed working in conjunction with the Lakeshore Natural Resource Partnership and drafting a tentative phasing plan. He mentioned the concern of spraying on abutting private lands which limits the areas to be addressed. Supervisor Hoffman mentioned on spraying done in other areas and the benefits he has noticed were it was performed. Brief discussion followed.

Airport Petition Approval

Holsen provided the Committee with a copy of the approved eligibility statement from the Bureau of Aeronautics related to snow removal equipment upgrades for Manitowoc County Airport.

Manitowoc Company Hangar

Holsen mentioned the Manitowoc County Hangar has been recently purchased through a recent auction. This item will be tabled until next meeting due to the timeliness of the required closing/ownership proof documents.

STP Rural 2017-2022 Program

Holsen explained the application related to upcoming Program Cycle.

Overtime Report

The committee reviewed the overtime report. Brief discussion took place. Motion to approve by Supervisor Behnke, seconded by Supervisor Maresh.

Vouchers

The committee reviewed the vouchers dated

May 2nd, 2017 to May 30th. Supervisor Gerroll made a motion to approve, seconded by Supervisor Hoffman. Motion carried.

Next Meeting Date

July 11th

Adjournment

Supervisor Maresh made a motion to adjourn, seconded by Supervisor Behnke. Motion Carried.
Meeting adjourned at 5:22 p.m.

Submitted by:

Marc A. Holsen,
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: July 11th, 2017
TIME: 4:30 p.m.
PLACE: Manitowoc County Hwy. Dept.
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)
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

2. Airport Advisory Letter Review
3. Manitowoc Company Hangar
4. Town Work Performed by Highway Department (2014-2016)
5. CTH R/STH 151 Right-of-Way for Development
6. Overtime Report
7. Vouchers
8. Next Meeting Date:

Dated: July 3rd, 2017

Rick Gerroll, Committee Chairman
By: Marc Holsen, Highway Commissioner

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HIGHWAY COMMITTEE MINUTES

July 11, 2017

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, Wisconsin at 4:30 p.m., on the 11th day of July, 2017.

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

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

Excused:

Also Present: Highway Commissioner Holsen, County Executive Ziegelbauer, Don Kiel, Gary Robinson, Leon Sigman, Jim Ruffalo, John Kropp, John Yunger, Bruce Morton, Gary Huempfer

Approval of Minutes Supervisor Vogt made a motion, seconded by Supervisor Hoffman to accept the minutes from the June 13th, 2017 meeting. Motion carried.

Regular Business **(Public Comment)**

Leon Sigman thanked the Committee and employees for support of the Airport operations; described airport and value of airport property and contents; presented his concerns and opinions regarding the airport staffing hours to allow the airport operations to be tended to during the unstaffed days; Jim Ruffalo, 1811 Springs Street, Manitowoc also discussed airport concerns from a business owner perspective.

Airport Advisory Letter Review

Holsen presented a letter that was submitted by the Airport Advisory Committee; Airport Advisory committee Members in attendance explained the reason of the submittal in which expressed their reasons related to additional staffing. Supervisor Gerroll asked about on-call staffing for after-hours availability. Holsen stated that after-hours on-call services are provided 24/7 as well as service-serve fuel, restrooms, computer access, pilot lounge, etc...

Manitowoc Company Hangar

Holsen provided copy of hangar lease to transfer from Manitowoc Company hangar to new owner, Mr. Mark Smith. Brief discussion took place regarding the new hangar lease agreement and hangar owner requirements. Supervisor Maresh made motion to approve the transfer of lease. Seconded by Supervisor Vogt. Motion carried.

Town Work Performed by Highway Department (2014-2016)

Holsen explained revenue generated during 2014-2016 from town work performed as a 3-year average. Supervisor Behnke commented on the benefits of providing these services to other municipalities. Executive Ziegelbauer added that the most recent audit report presented a positive result over the past two years.

CTH R/STH 151 Right-of Way for Development

Holsen presented the Alliance Development Company is currently pursuing property purchases adjacent to future Meijer property and is proposing that the county vacate right of way immediately south of the existing structures. John Kropp (SMI) provided a detailed description and transfer history of the right-of-way section; Research progress is in process due to various factors and the topic will be presented as a follow up item at next scheduled meeting.

Overtime Report

The committee reviewed the overtime report. Motion to approve by Supervisor Maresh. Seconded by Supervisor Hoffman. Motion carried. .

Vouchers

The committee reviewed the vouchers dated June 7th, 2017 to June 27, 2017. Supervisor Gerroll made a motion to approve, seconded by Supervisor Maresh. Motion carried.

Next Meeting Date

August 8th, 2017

Adjournment

Supervisor Vogt made a motion to adjourn, seconded by Supervisor Hoffman. Motion Carried. Meeting adjourned at 5:52 p.m.

Submitted by:
Marc A. Holsen,
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: August 8th, 2017
TIME: 4:30 p.m.
PLACE: Manitowoc County Highway Dept.
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)
2. July 11th, 2017 Minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. Donohue Associates
4. Rapids Road Bus Stop
5. WisDOT Local Program Oversight Future
6. 2017 Grader Bids Results
7. NE Region Meeting Follow-Up
8. 5 Year Plan (Updated)
9. Northeast Asphalt Lease
10. Highway Budget Review
11. Airport Budget Review
12. CTH R/STH 151 Right-of-Way for Development
13. Highway Staffing
14. Overtime Report
15. Vouchers
16. Next Meeting Date: September 12th (Tentative)

Dated: July 31st, 2017

Rick Gerroll, Committee Chairman
By: Marc Holsen, Highway Commissioner

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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 8, 2017

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, Wisconsin at 4:30 p.m., on the 8th day of August, 2017.

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

Roll Call: Supervisors Gerroll, Vogt, Maresh and Hoffman

Excused: Supervisor Behnke

Also Present: Highway Commissioner Holsen, County Executive Ziegelbauer, Scott Luchterhand-City of Manitowoc PD, Tim Moyer-Donahue & Associates, Jim Muenzenmeyer-Maritime Metro Transit

Approval of Minutes Supervisor Vogt made a motion, seconded by Supervisor Hoffman to accept the minutes from the July 11th, 2017 meeting. Motion carried.

Regular Business

(Public Comment): None

Donohue Associates

Holsen introduced Tim Moyer with Donahue & Associates. Moyer gave brief history of company to committee members and the engineering services offered by their firm. The committee thanked Mr. Moyer for his visit.

Rapids Road Bus Stop

Holsen shared information related to the request for a permit that was brought to the Highway Dept. by Maritime Metro Transit. He shared his concerns to where bus stop is proposed and the various safety issues pertaining to the location. Jim Muenzenmeyer presented his proposal of the location of the bus stop. Scott Luchterhand from City of Manitowoc PD gave some input on proposed location with no seen safety issues. Supervisor Gerroll asked how many daily stops were made on this route. Holsen proposed using Michigan Ave. as an alternate option to reduce traffic risks. Holsen will have this topic put on the upcoming Traffic Safety Committee 10/17/2017 meeting agenda.

WisDOT Local Program Oversight Future

Holsen explained the Management Consultant changes occurring after this year proposed by WisDOT. He presented a proposal draft letter to the committee submitted by the WCHA stating the association's interests in providing a Project Champion for the oversight of the Local Program projects in the future. He discussed the positive and negative aspects foreseen with this option.

2017 Grader Bids Results

Holsen presented the bid results for the recent bid opening for the 2017 motor grader purchase. Two old grader units were used as a trade-in value offset for the replacement as common practice when updating equipment. Supervisor Vogt inquired about the technology on the new unit.

Supervisor Hoffman made motion to approve lowest bid. Seconded by Supervisor Maresh Motion Carried.

NE Region Meeting Follow-Up

Holsen presented the committee with information received from WisDOT at the recent NE Region Commissioner meeting. Information included....2016 Region Discretionary Maintenance Budgets and Expenditures, Annual 2017 Region Work Program, Routine Maintenance Budgets and Balances, Region Routine Bridge Inspection Performance Summary and State Maintenance Financial Dashboard by Region for Work Completed in Program Year 2017. An overview for committee to witness how Manitowoc County compares to the other ten counties within the Northeast region. Brief discussion regarding the future of the Performance Based Maintenance program took place.

5 Year Plan (updated)

Holsen provided the committee with the updated proposed 5 Year Plan for future road construction/maintenance. He explained the detail within the proposed plan and factors included. Brief discussion by the committee.

Northeast Asphalt Lease

Holsen stated the current lease agreement status with Northeast Asphalt, Inc. related to the use of the departments quarry and aggregates for area WisDOT projects. The current lease with Northeast Asphalt expires on 12/31/2017 and explained new lease extension negotiations prior to renewal. Brief discussion related to Holsen's ideas by the committee.

Highway Budget Review

Holsen explained the Highway Budget Activity Report and how it is determined and tracked. No further discussion.

Airport Budget Review

Holsen provided an overview of Airport Budget for the current year to committee members including FBO and Maintenance portions. Recent EAA weekend staffing and revenue comparables were provided to committee. A letter submitted by Leon Sigman (Airport Advisory Committee Member) was provided to Highway Committee Members for review relating to the weekend staffing. The committee reviewed the letter.

CTH R/STH 151 Right-of-Way for Development

Holsen provided up to date information on the proposed vacation of Right-of-Way located near CTH R/STH 151. He gave an update as to where the process is to date as he works with SMI, WisDOT and Corporate Counsel on the matter. He stated that this topic will be ongoing at the committee level until further progress is made. No further discussion.

Highway Staffing

Holsen explained current Highway Maintenance Employee vacancies and the need to fill the vacancies. Brief discussion took place.

Overtime Report

The committee reviewed the overtime report. Motion to approve by Supervisor Hoffman Seconded by Supervisor Hoffman. Motion carried.

Vouchers

The committee reviewed the vouchers dated July 6th, 2017 to July 25, 2017. Supervisor Hoffman made a motion to approve, seconded by Supervisor Vogt. Motion carried.

Next Meeting Date

September 12th, 2017

Adjournment

Supervisor Maresh made a motion to adjourn, seconded by Supervisor Vogt. Motion Carried. Meeting adjourned at 5:45 p.m.

Submitted by:
Marc A. Holsen,
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: September 12th, 2017
TIME: 4:30 p.m.
PLACE: Manitowoc County Hwy. Dept.
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)
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

2. MSA
3. 141 Speedway follow-Up
4. CTH R (Rapids Road) Bridge Funding Update
5. LRIP Budget Summary
6. Additional Staffing
7. Engineering Position Review
8. Culvert Pipe Rehabilitation
9. Safety Program Updates
10. Overtime Report
11. Vouchers
12. Next Meeting Date: October 10th

Dated: September 4th, 2017

Rick Gerroll, Committee Chairman
By: Marc Holsen, Highway Commissioner

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HIGHWAY COMMITTEE MINUTES

September 12, 2017

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, Wisconsin at 4:30 p.m., on the 12th day of September, 2017.

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

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

Excused:

Also Present: Highway Commissioner Holsen, County Executive Ziegelbauer, Al Geurts & Quirin Klink (MSA Professional Services) and County Board Chairman Jim Brey.

Approval of Minutes Supervisor Vogt made a motion, seconded by Supervisor Hoffman to approve the minutes from the August 8th, 2017 meeting. Motion carried.

Regular Business

(Public Comment): None

MSA

Holsen introduced Al Geurts and Quirin Klink from MSA. Al and Quirin explained the services available through MSA as consultants. The committee thanked both for their attendance.

141 Speedway Follow-Up

Holsen shared the Board of Adjustments decision from their public hearing on August 21st, 2017 regarding the approval of the Conditional Use Permit and safety requirements to include insurance policy for the Speedway events. Holsen called out that all requirements within shall be met by April, 2018. Brief discussion followed.

CTH R (Rapids Road) Bridge Funding Update

Holsen updated committee on the additional funds that have been awarded through the Local Bridge Program for the Rapids Road Bridge Project currently scheduled for 2019. He stated that the successful outcome of the efforts related to the increased costs will greatly benefit the County. County Board Chair Jim Brey mentioned that the City of Manitowoc had previously approved the proposed multi-use trail lighting for the portion of the adjoining roadway project. Brief discussion followed.

LRIP Budget Summary

Holsen provided the LRIP Transportation Update and the most recent State Budget Summary. The committee reviewed the multiple options within these documents. Holsen stated that each option resulted in various differences of funding allocations between the different levels of local government. Brief discussion followed.

Additional Staffing

Holsen updated the Committee on the two current Highway Maintenance position vacancies. He also stated that the Personnel Committee met on September 5th and had approved two additional Highway Maintenance Positions for 2017. He informed the Committee that he had planned to bring these two approved positions onboard prior to the Highway Department Safety Week (October 16th) Training upon approval of the resolution by The County Board of Supervisors on September 19th. Supervisor Behnke made motion to recommend the Personnel Committee Members decision to the county board and Supervisor Hoffman seconded. Motion carried.

Engineering Position Review

Holsen informed the Committee that the Highway Engineering Technician position was discussed at the recent Personnel Committee meeting as the position vacancy had been requested. No further discussion.

Culvert Pipe Rehabilitation

Holsen provided various samples of concrete blanket material and discussed the possible benefits of its use when considering alternative methods related to rehabilitation of culvert pipes. Committee members commented and questioned the performance, installation and longevity of the product. Holsen provided details of installation and life expectancy of the product. He also stated the WisDOT will be performing a Pilot Project with the rehab method in the county.

Safety Program Updates

Holsen explained how our safety programs/training have been enhanced and will continue to be an ongoing effort within the department. He mentioned that Winter Rodeo and Safety Training sessions will again take place prior to the winter season in October. Hoffman inquired on possible town employees to attend Highway Department training in the future. Brief discussion followed.

Overtime Report

The committee reviewed the overtime report. Motion to approve by Supervisor Gerroll Seconded by Supervisor Vogt. Motion carried.

Vouchers

The committee reviewed the vouchers dated August 1, 2017 to August 29, 2017. Supervisor Gerroll made a motion to approve, seconded by Supervisor Hoffman. Motion carried.

Next Meeting Date

Tentative October 10th, 2017; prior to County Board Meeting

Adjournment

Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Maresh. Motion Carried.
Meeting adjourned at 5:16 p.m.

Submitted by:
Marc A. Holsen,
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: November 14th, 2017
TIME: 4:30 p.m.
PLACE: Manitowoc County Hwy. Dept.
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)
2. Approval of the September 12th, 2017 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. Fall/Winter Safety Meeting
4. GTA's
5. RMA's
6. LOS
7. Bridge Load Postings
8. WCHA Winter Road School
9. Highway Safety Analysis
10. 2018 Construction Schedule
11. WisDOT Long-Term Work Plan
12. Chap. 15.05 Ordinance Amendment
13. Chap. 15.06 Ordinance Amendment
14. Chap. 15.09 Ordinance Amendment
15. Chupita Farms Lease Extension
16. Overtime Report
17. Vouchers
18. Next Meeting Date: December 12th, 2017

Dated: November 9th, 2017

Rick Gerroll, Committee Chairman
By: Marc Holsen, Highway Commissioner

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HIGHWAY COMMITTEE MINUTES

November 14, 2017

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department, 3500 STH 310, Manitowoc, Wisconsin at 4:30 p.m., on the 14th day of November, 2017.

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

Roll Call: Supervisors Behnke, Vogt, Maresh and Hoffman

Excused: Supervisor Gerroll

Also Present: Highway Commissioner Holsen, County Executive Ziegelbauer, Maura Yost

Approval of Minutes Supervisor Maresh made a motion, seconded by Supervisor Vogt to approve the minutes from the September 12th, 2017 meeting. Motion carried.

Regular Business

(Public Comment): None

Fall/Winter Safety Meeting

Holsen mentioned that our training event was very beneficial for all Highway Employees and received well by all employees. He provided pictures from the two day Rodeo which showed the multiple obstacle training stations that were navigated by all Highway Employees. Holsen stated this type of training will be an ongoing practice going forward. Brief discussion and comment followed.

GTA's (General Transportation Aid's)

Holsen provided the Committee with the past ten year history of GTA's. He explained the percentage of change related to the 2018 budget. Brief discussion followed.

RMA'S (Routine Maintenance Aid)

Holsen provided the Committee with the updated RMA information followed by an explanation related to the State Transportation budget.

LOS (Level of Service)

Holsen explained the Level of Service related to Manitowoc and the Northeast Region as a whole. He mentioned the various factors that relate to it.

Bridge Load Postings

Holsen updated the Committee that we were expecting updated information on Bridge Load postings; however they are still not available to date. Committee asked Holsen on specific upcoming bridges that are on future plan for replacement. Holsen provided the updated WisDOT let dates and planned construction years for the projects. Brief discussion followed.

WCHA Winter Road School

Holsen informed the Committee of upcoming WCHA Winter Road School. Holsen mentioned some topics that will be part of the Road School Agenda. Committee Members will confirm which members will attend by December 1st.

Highway Safety Analysis

Holsen provided information related to a recent analysis performed for another county. He was intrigued with the Highway Safety Analysis and described the benefits of the investment to include being a great forecasting tool for budget and traffic safety concerns. He asked committee to review the information contained in this analysis and provide feedback at a later date.

2018 Construction Schedule

Holsen explained the schedule recently implemented for the upcoming 2018 construction season. He mentioned that the department will have a full schedule for the paving/construction crews for next year. He stated the schedule is a good balance which will be an exciting and busy year ahead for the highway department. Supervisor Behnke inquired on the crack filling that is proposed to be performed next next year on I43.

WisDOT Long-Term Work Plan

Holsen relayed the most recent information related to the WisDOT Long-Term Plan. He stated that the joint efforts ultimately would allow for counties to plan out 3-6 years with intentions of forecasting schedules and staffing needs, equipment and materials. He also mentioned the foreseen obstacles and constraints related to the goals.

Chap. 15.05 Ordinance Amendment

Holsen stated that Manitowoc County Code Chapter 15 Ordinances have not been updated since 1/14/2011. He provided the reasons of the request that relate to traffic safety concerns and enforcement capabilities.

Motion to approve Chap. 15.05 Ordinance Amendment by Supervisor Vogt and seconded by Supervisor Maresh. Motion carried. No further discussion.

Chap. 15.06 Ordinance Amendment

Holsen explained the reasons of the request to amend Chapters 15.02(12)(C)2, 15.02(12)(F), 15.06(1) and 15.06(3)(C). He said that the currently stated application fees do not match the current fee amounts charged by the department. As The Highway Department performs the research related, approves and issues driveway permits through our County website, the department described within presents the need for updating. Supervisor Behnke asked for example of breakdown for cost incurred by the online system and the thorough permitting process. He provided these estimated costs. Motion to approve the Ordinance Amending Chapter 15 listed above by Supervisor Hoffman and seconded by Supervisor Vogt. Motion carried. No further discussion.

Chap. 15.09 Ordinance Amendment

Holsen explained that Chapter. 15.09 mirrors the same issues as the previous agenda item of Chapters 15.02 and 15.06 as the application fees have been increased since last revision. Motion to approve Chap. 15.09 Ordinance Amendment by Supervisor Maresh and seconded by Supervisor Vogt. Motion carried. No further discussion.

Chupita Farms Lease Extension:

Holsen provided the explanation regarding the proposed lease extension through December 31, 2018 as both Chupita Farms property leases will then have the same expiration dates. Motion to approve the extension of the Chupita Farms Lease by Supervisor Hoffman and seconded by Supervisor Maresh. Motion carried. Brief discussion followed.

Overtime Report

The committee reviewed the overtime report. Motion to approve by Supervisor Vogt, seconded by Supervisor Maresh. Motion carried.

Vouchers

The committee reviewed the vouchers dated September 6, 2017 to October 31, 2017. Supervisor Vogt made a motion to approve, seconded by Supervisor Hoffman. Motion carried.

Next Meeting Date

Tentative December 12th, 2017 (Possible December 19 prior to County Board).

Adjournment

Supervisor Maresh made a motion to adjourn, seconded by Supervisor Hoffman. Motion Carried.
Meeting adjourned at 5:07 p.m.

Submitted by:
Marc A. Holsen,
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: December 19th, 2017
TIME: 6:15 p.m.
PLACE: Manitowoc County Heritage Center
1701 Michigan Avenue
County Board Meeting Room
Manitowoc, WI 54220

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

1. Regular Business. (Call to order)
2. Approval of the November 14th, 2017 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. Bridge Load Postings
4. General Conditions of Manitowoc County Bridges and Highways
5. Airport Hangar Sublease (Tom Bare to Dave Larson)
6. Overtime Report
7. Vouchers
8. Next Meeting Date: January 9th, 2017

Dated: December 11th, 2017

Rick Gerroll, Committee Chairman
By: Marc Holsen, Highway Commissioner

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

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HIGHWAY COMMITTEE MINUTES

December 19, 2017

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Heritage Center, 1701 Michigan Avenue, Manitowoc, Wisconsin at 6:15 p.m., on the 19th day of December, 2017.

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

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

Excused:

Also Present: Highway Commissioner Holsen

Approval of Minutes Supervisor Vogt made a motion to approve, seconded by Supervisor Behnke to approve the minutes from the November 14th, 2017 meeting. Motion carried.

Regular Business

(Public Comment): None

Bridge Load Postings

Holsen explained the recent notice received by the Bureau of Structures related to the load postings required for the affected structures within the County. He mentioned that the notice presented a minimal impact in comparison to the original projections.

Brief discussion followed.

General Conditions of Manitowoc County Bridges and Highways

Holsen provided the Committee with a handout of the "Current Conditions" of the County infrastructure presentation to be provided to the County Board. No further discussion.

Airport Hangar Sublease (Tom Bare to Dave Larson)

Holsen presented the Committee with a sublease proposal from Tom Bare. Supervisor Maresh made a motion to approve the sublease, seconded by Supervisor Hoffman. Motion carried. No further discussion.

Overtime Report

The committee reviewed the overtime report. Holsen pointed out the 2017 budgeted amount in comparison to the actual to-date as it is on target. Motion to approve by Supervisor Maresh, seconded by Supervisor Vogt. Motion carried.

Vouchers

The committee reviewed the vouchers dated November 7, 2017 to December 5, 2017. Supervisor Maresh made a motion to approve, seconded by Supervisor Behnke. Motion carried.

Next Meeting Date

January 9th, 2018 @ 4:30 p.m.

Adjournment

Supervisor Behnke made a motion to adjourn, seconded by Supervisor Hoffman. Motion Carried.

Meeting adjourned at 6:22 p.m.

Submitted by:

Marc A. Holsen,
Highway Commissioner