



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: January 12th, 2021
TIME: 4:00 p.m.
PLACE: Manitowoc County Highway Department.
3500 STH 310
Conference Meeting Room
Manitowoc, WI 54220

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

1. Regular Business. (Call to order)
2. Approval of the December 8th, 2020 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. Driveway Access Request
4. Driveway permits (Widths of driveway surface explanation)
5. Controlled Access update on 15.02(12)
6. Mailbox policy
7. Highway Department Mutual Aid
8. Project review of 2020-2021
9. Overtime Report
10. Vouchers
11. Next Meeting Date: February 9th, 2021

Dated: January 5th, 2021

Kevin Behnke, Committee Chairman
By: Greg Grotegut, 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 12th, 2021

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department Conference Meeting Room, 3500 STH 310, Wisconsin at 4:00 P.M. on this 12th day of January 2021.

Supervisor Behnke called the meeting to order at 4:00 p.m.

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

Excused: N/A

Also Present: Commissioner Greg Grotegut, County Executive Bob Ziegelbauer, County Board Chair Jim Brey, Brad Wiebensohn and Tracy Wiebensohn.

Approval of Minutes: Supervisor Gerroll made a motion, seconded by Supervisor Vogt to approve the minutes from the December 8th, 2020 meeting. Motion carried.

Regular Business

(Public Comment): No public comment.

Driveway Access Request

Grotegut received a letter of hardship on December 11th, 2020 for a driveway request from Brad Wiebensohn. Grotegut explained location and the sight distance at this location is more than 600' and was acceptable for a permit. Supervisor Maresh made a motion to approve the driveway access and was seconded by Supervisor Gerroll. Motion carried.

Driveway Permits (Widths of Driveway Surface Explanation)

Grotegut updated the committee on driveway widths in other counties and explained a diagram from Wisconsin DOT. Grotegut proposed to keep the widths to remain the same at 45 feet at property line and 62 feet over the culvert for agricultural access. Discussion followed and the widths remain the same.

Controlled Access Update on 15.02(12)

Grotegut explained the changes from Corporation Council on this update. Discussion took place. Motion made to update the chapter code 15.02(12)(e) by Supervisor Engelbrecht and Seconded by Supervisor Vogt. Motion carried.

Mailbox Policy

Grotegut updated the board on the new mailbox policy. Discussion took place. Motion made to approve the mailbox policy by Supervisor Vogt and Seconded by Supervisor Maresh. Motion carried.

Highway Department Mutual Aid

Grotegut explained the intergovernmental agreement between Northeast Wisconsin Counties for Highway Department Mutual Aid. A brief discussion followed. Supervisor Gerroll made a motion to approve the Intergovernmental agreement for Mutual Aid and seconded by Supervisor Engelbrecht. Motion carried.

Project Review of 2020-2021

Grotegut showed a list of 2020 projects that were completed and 2021 projects that are coming up. Grotegut discussed looking into more CIP operations before paving some roads.

Overtime Report

The committee reviewed the Overtime Report. No further discussion.

Vouchers

The committee reviewed the vouchers dated December 1st to December 29th, 2020. Supervisor Gerroll made a motion to approve, seconded by Supervisor Vogt. Motion carried.

Next Meeting Date

To be announced.

Adjournment

Supervisor Gerroll made a motion to adjourn, seconded by Supervisor Englebrecht. Motion carried. Meeting adjourned at 4:30 p.m.

Submitted by:

Gregory M. Grotegut
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: Tuesday, March 9th, 2021
TIME: 4:00 p.m.
PLACE: Manitowoc County Highway Department.
3500 STH 310
Conference Meeting Room
Manitowoc, WI 54220

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

1. Regular Business. (Call to order)
2. Approval of the January 12th, 2021 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. Jeff Rothmund Driveway Access.
 4. CTH A & X Recommendation from Traffic and Safety.
 5. 2021 Equipment Requests and Future Purchases.
 6. Michel's Yard Lease
 7. Cold In Place Bid Results.
 8. Asphalt Bid Results.
 9. High Risk Rural Roads Program
 10. Overtime Report
 11. Vouchers
 12. Next Meeting Date: April 13, 2021
- Dated: March 2nd, 2021

Kevin Behnke, Committee Chairman
By: Greg Grotegut, Highway Commissioner

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HIGHWAY COMMITTEE MINUTES

March 9th, 2021

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department Conference Meeting Room, 3500 STH 310, Wisconsin at 4:00 P.M. on this 9th day of March 2021.

Supervisor Behnke called the meeting to order at 4:00 p.m.

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

Excused: Supervisor Maresh

Also Present: Commissioner Greg Grotegut, County Executive Bob Ziegelbauer, County Board Chair Jim Brey, Jeff Rothmund, and Jim Theyrel

Approval of Minutes: Supervisor Gerroll made a motion, seconded by Supervisor Engelbrecht to approve the minutes from the January 12th, 2021 meeting. Motion carried.

Regular Business

(Public Comment): Jim Theyrel inquired on a section on CTH B between Goodwin and 310 and discussed the noise at that location which will be looked into and reported back at the next meeting. Theyrel inquired on the use of county supervisor/foreman trucks. Grotegut explained those employees are on call on a regular basis and also have payroll deductions for truck usage.

Jeff Rothmund Driveway Access

Grotegut received a letter from Jeff and he discussed the driveway situation; make one culvert pipe by connecting the two current existing culverts. Rothmund is also requesting an additional driveway.

Supervisor Vogt made a motion to approve the driveway access and was seconded by Supervisor Engelbrecht. Motion carried.

CTH A & X Recommendation from Traffic Safety

Grotegut updated the committee on the recent traffic safety meeting regarding CTH A & X with Traffic Safety's recommendation to install "Cross Traffic Does Not Stop" signs to each of the stop signs. Supervisor Gerroll made a motion to approve the install the signs as recommended by Traffic Safety and was seconded by Supervisor Engelbrecht. Motion carried.

2021 Equipment Requests and Future Purchases

Grotegut explained the authorization to issue a Purchase Order for future highway equipment. Grotegut provided a spreadsheet/graph which included department parts expense by year for our various trucks. Brief discussion followed.

Michel's Yard Lease

Grotegut updated the committee with Michel's inquiry on leasing a portion of our 310 Shop yard for 6 months. He provided a map to the committee on the location of the leased area. Supervisor Gerroll made a motion to approve the lease and was seconded by Supervisor Vogt. Motion carried.

Cold In Place Bid Results

Grotegut presented the bid results from the 2021 Cold In Place Asphalt Recycling results for the upcoming highway projects on CTH C and CTH J. He explained the bidding results of CTH C and CTH J of Cold in Place along with the favorable bids that were received. Motion made by Supervisor Engelbrecht and was seconded by Supervisor Vogt. Motion carried.

Asphalt Bid Results

Grotegut presented the bid results from the recent 2021 Hot Mix and Asphalt Milling bid opening(s) for the LRIP (CHI) Funding of CTH R and various highway projects within the county. He provided the committee the comparison from the previous year's unit prices and was happy to report the bids received were favorable for our department's road projects. Supervisor Gerroll made a motion to award the 2021 Hot Mix Asphalt bid for the LRIP (CHI) "CTH R" and various highway projects within Manitowoc County to Northeast Asphalt and was seconded by Supervisor Engelbrecht. Motion carried. Supervisor Engelbrecht made a motion to award the 2021 Asphalt Milling bid for the LRIP (CHI) "CTH R" to Northeast Asphalt and was seconded by Supervisor Vogt. Motion Carried.

High Risk Rural Roads Program

Grotegut explained the benefits of this program to our county and the recommendations of improving the safety of CTH JJ. The engineering cost is paid through the program with recommended improvements for the CTH JJ to be at the expense of Manitowoc County. Brief discussion took place. Grotegut will continue to update the committee on this program.

Overtime Report

The committee reviewed the Overtime Report. No further discussion.

Vouchers

The committee reviewed the vouchers dated January 12th to February 23rd, 2021. Supervisor Gerroll made a motion to approve, seconded by Supervisor Engelbrecht. Motion carried.

Next Meeting Date

April 13th, 2021

Adjournment

Supervisor Engelbrecht made a motion to adjourn, seconded by Supervisor Gerroll. Motion carried. Meeting adjourned at 4:43 p.m.

Submitted by:

Gregory M. Grotegut
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: May 11th, 2021
TIME: 4:00 p.m.
PLACE: Manitowoc County Highway Department.
3500 STH 310
Conference Meeting Room
Manitowoc, WI 54220

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

1. Regular Business. (Call to order)
2. Approval of the March 9th, 2021 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. Newberry Driveway Request (Controlled Access)
4. Hangar Sublease for Hangar 12
5. Hangar Sublease for Hangar 88
6. Hangar Sublease for Hangar 27
7. Hangar Transfer of Owner Hangar 28
8. Traffic and Safety Commission - Update on CTH K & T
9. CTH B Noise Complaint Update
10. Safety Training from April
11. Pearly Gates Veterans Memorial Ride - CTH T Road Closure on July 10th
12. Construction Project Updates
13. Road School-June
14. Overtime Report
15. Vouchers
16. Next Meeting Date: June 2nd, 2021 – Summer Road School is June 8th

Dated: May 4th, 2021

Kevin Behnke, Committee Chairman
By: Greg Grotegut, Highway Commissioner

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HIGHWAY COMMITTEE MINUTES

May 11th, 2021

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department Conference Meeting Room, 3500 STH 310, Wisconsin at 4:00 P.M. on this 9th day of May 2021.

Supervisor Behnke called the meeting to order at 4:00 p.m.

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

Excused:

Also Present: Commissioner Greg Grotegut, County Executive Bob Ziegelbauer, Mary Kate Newberry

Approval of Minutes: Supervisor Gerroll made a motion, seconded by Supervisor Engelbrecht to approve the minutes from the March 9th, 2021 meeting. Motion carried.

Regular Business

(Public Comment): None

Newberry Driveway Access

Grotegut received a letter from Mary Kate Newberry and he discussed the driveway situation and Newberry's request for a private driveway entrance due to current shared neighbor concern. Discussion took place regarding alternative solutions. Supervisor Behnke made a motion to deny the driveway access due to past precedence and was seconded by Supervisor Maresh. Motion carried.

Hangar Sublease for Hangar 12

Supervisor Gerroll made a motion to approve the sublease for Hangar 12 and was seconded by Supervisor Engelbrecht. Motion carried.

Hangar Sublease for Hangar 88

Supervisor Engelbrecht made a motion to approve the sublease for Hangar 88 and was seconded by Supervisor Vogt. Motion carried.

Hangar Sublease for Hangar 27

Supervisor Maresh made a motion to approve the sublease for Hangar 27 and was seconded by Supervisor Engelbrecht. Motion carried.

Hangar Transfer of Owner Hangar 28

Supervisor Engelbrecht made a motion to approve the Hangar 28 Transfer of Ownership and was seconded by Supervisor Gerroll. Motion carried.

Traffic and Safety Commission - Update on CTH K & T

Grotegut updated the committee on the April election and the Village of Kellnersville voting results of the referendum not passing. Grotegut provided the committee with the decision made at the recent traffic safety meeting regarding CTH T & K and keeping the intersection as a 2 way stop.

CTH B Noise Complaint Update

Grotegut updated the committee on his review of the section on CTH B in comparison to another location with a railroad track. The committee viewed the taped sound traffic videos and a discussion took place. After further review and discussion Supervisor Behnke made the motion to not make any changes on CTH B and was seconded by Supervisor Engelbrecht. Motion carried.

Safety Training from April

Grotegut updated the committee on our past April Safety Training which included 3 days of classroom and hands on training including a Spring Rodeo Day, MSHA Refresher and Confined Space. Brief discussion took place.

Pearly Gates Veterans Memorial Ride - CTH T Road Closure on July 10th

Grotegut explained to the committee the request he received from the Maribel Fire Department to allow for closure of CTH T for the upcoming Pearly Gates Veterans Memorial Ride to provide safety. A motion was made by Supervisor Vogt to approve the temporary closure on July 10th and seconded Supervisor Engelbrecht to allow for the road closure. Motion carried.

Construction Project Updates

Grotegut provided an update on the completed projects thus far and the upcoming projects for the 2021 construction season.

Road School - June

Grotegut discussed the upcoming Summer Road School that will be held June 7-9th. Brief discussion took place.

Overtime Report

The committee reviewed the Overtime Report. Brief discussion took place regarding possible future overtime during construction season and the need for timely completion.

Vouchers

The committee reviewed the vouchers dated March 2nd to April 27th, 2021. Supervisor Gerroll made a motion to approve, seconded by Supervisor Vogt. Motion carried.

Next Meeting Date

June 15th, 2021 – Prior to County Board meeting

Adjournment

Supervisor Gerroll made a motion to adjourn, seconded by Supervisor Maresh. Motion carried. Meeting adjourned at 4:50 p.m.

Submitted by:

Gregory M. Grotegut
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: Tuesday, July 13th, 2021
TIME: 4:00 p.m.
PLACE: Manitowoc County Highway Department.
3500 STH 310
Conference Meeting Room
Manitowoc, WI 54220

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

1. Regular Business. (Call to order)
2. Approval of the May 11th, 2021 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. Transfer Of Hanger Ownership
4. Airport Mechanic-Lease
5. Discussion Of ATV – UTV’s On County Roads
6. No Parking CTH U Newton
7. Stemper Driveway Controlled Access On CTH XX
8. Overtime Report
9. Vouchers
10. Next Meeting Date: August 10th, 2021
11. Project and Shop Tour

Dated: July 6th, 2021

Kevin Behnke, Committee Chairman
By: Greg Grotegut, Highway Commissioner

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HIGHWAY COMMITTEE MINUTES

July 13th, 2021

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department Conference Meeting Room, 3500 STH 310, Wisconsin at 4:00 P.M. on this 13th day of July 2021.

Supervisor Behnke called the meeting to order at 4:00 p.m.

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

Excused: N/A

Also Present: Commissioner Greg Grotegut, County Executive Bob Ziegelbauer, Highway Operations Manager Ryan Drumm, Airport Foreman Bryan Linger, Supervisor 19 Jim Falkowski, James Braun, and John Reindl

Approval of Minutes: Supervisor Engelbrecht made a motion, seconded by Supervisor Vogt to approve the minutes from the May 11th, 2021 meeting. Motion carried.

Regular Business: None

(Public Comment): Braun, Reindl & Falkowski advocated for the use of ATV/UTV access on county roads.

Transfer of Hangar Ownership

Grotegut updated the committee on the previous highway committee approval for Hangar 28 with the correct previous owner Don Gruett transferring of ownership to new hangar assignment owner Twin Prop Aviation LLC. Supervisor Vogt made a motion to approve the updated Hangar Ownership Assignment for Hangar 28 and was seconded by Supervisor Maresh. Motion carried.

Airport Mechanic-Lease

Grotegut introduced our Airport Foreman Bryan Linger to explain the current airport mechanic duties. The Airport has room to lease an area for a company or individual to operate as an airport mechanic. This is to alleviate any liability issues with having county employees hired as a mechanic and still having the service available.

Supervisor Gerroll made a motion to draft a lease agreement for leasing space and mechanic services at the Manitowoc County Airport and was seconded by Supervisor Engelbrecht. Motion carried.

Discussion of ATV-UTV's on County Roads

Grotegut said it was asked to bring up a discussion regarding ATV/UTV's operating on county trunks. Grotegut provided copies of other counties ATV-UTV's rules and regulations. An initial discussion took place, which included other highway committee members discussing their thoughts about safety, speed and the need to drive off road, possibly limiting county access points based on where other ATV/UTV routes would those intersect.

The committee agreed to bring the topic to the Traffic and Safety Committee for further discussion. Grotegut will ask Corporate Counsel to generate a statement regarding a liability standpoint as it relates to the county.

No Parking CTH U Newton

Grotegut explained the situation on CTH U and the unnecessary parking near an adjacent apartment complex in Newton. He proposed “No Parking” for 800 feet from CTH CR east 800 feet which is part of county right of way. Supervisor Engelbrecht made a motion to approve the No Parking on CTH U from CTH CR east 800 feet and was seconded by Supervisor Maresh. Motion carried.

Stemper Driveway Controlled Access on CTH XX

Grotegut received a letter from the Town of Centerville. Grotegut denied the initial request as it was in a controlled access section of highway, but was asked from the Town of Centerville to revisit the driveway access request. Grotegut reached out to the Traffic and Safety Committee to obtain more information on the safety of this being adjacent to an intersection. Brief discussion took place and Grotegut will report back to the highway committee at the next meeting the information obtained from the Traffic and Safety Committee.

Overtime Report

The committee reviewed the Overtime Report. No further comment.

Vouchers

The committee reviewed the vouchers dated May 5th to July 6th, 2021. Supervisor Gerroll made a motion to approve the vouchers and was seconded by Supervisor Vogt. Motion carried.

Next Meeting Date

August 10th, 2021

Project and Shop Tour

Grotegut explained the completed projects and the upcoming projects. The committee took a tour of the Manitowoc Shop.

Adjournment

Supervisor Gerroll made a motion to adjourn, seconded by Supervisor Engelbrecht. Motion carried. Meeting adjourned at 4:48 p.m.

Submitted by:

Gregory M. Grotegut
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: Tuesday, September 14th, 2021
TIME: 4:00 p.m.
PLACE: Manitowoc County Highway Department.
3500 STH 310
Conference Meeting Room
Manitowoc, WI 54220

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

1. Regular Business. (Call to order)
2. Approval of the July 13th, 2021 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. Consent To Sublease Hanger #46
4. Speed Limit Reduction Request On CTH Q
5. Chupita Farms LLC, Airport Land Lease
6. Chupita Farms LLC, Land Lease Kunz Farm
7. Highway Landscapers Lease Update
8. Controlled Access On CTH XX Update From Traffic And Safety
9. 2022 Construction Schedule
10. 5 year Construction Schedule
11. CTH Z – 147 Interchange Paving 2022 Budget
12. High Risk Rural Roads Program – CTH JJ
13. DOT PBM US 10 Crack Filling
14. CTH T – Tile Line Inspection
15. CTH R – LRIP Project Update
16. Proposed 2022 Equipment
17. Building Maintenance Update - Doors/Fire Alarms
18. Staffing Update
19. 2021 Fall Safety Training
20. Overtime Report
21. Vouchers
22. Next Meeting Date: October 12th, 2021

Dated: September 8th, 2021

Kevin Behnke, Committee Chairman
By: Greg Grotegut, Highway Commissioner

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HIGHWAY COMMITTEE MINUTES
September 14th, 2021

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department Conference Meeting Room, 3500 STH 310, Manitowoc, Wisconsin at 4:00 P.M. on this 14th day of September 2021.

Supervisor Behnke called the meeting to order at 4:00 p.m.

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

Excused: N/A

Also Present: Commissioner Greg Grotegut, County Executive Bob Ziegelbauer, and County Board Chairman Jim Brey

Approval of Minutes: Supervisor Gerroll made a motion, seconded by Supervisor Engelbrecht to approve the minutes from the July 13th, 2021 meeting. Motion carried.

Regular Business:

(Public Comment): None

Consent to Sublease Hangar # 46

Supervisor Gerroll made a motion to approve the sublease for Hangar 46 and was seconded by Supervisor Vogt. Motion carried.

Speed Limit Reduction Request On CTH Q

Grotegut explained the email request received for a speed reduction on CTH Q in Kingsbridge. He explained the state statute on speed limit reduction. Grotegut shared the past accident history in this location with the committee. Discussion took place. Supervisor Gerroll made a motion, seconded by Supervisor Engelbrecht to deny the request. Motion carried.

Chupita Farms LLC, Airport Land Lease

Grotegut updated the committee on the new rental rate to lease land with Chupita Farms. Supervisor Gerroll made a motion to approve the proposed airport land lease, seconded by Supervisor Maresh. Motion carried.

Chupita Farms LLC, Land Lease Kunz Farm

Grotegut updated the committee on the new rental rate to lease land with Chupita Farms. Supervisor Gerroll made a motion to approve the proposed Kunz Farm land lease, seconded by Supervisor Vogt. Motion carried.

Highway Landscapers Lease Update

Grotegut provided the committee with an update on the terms on the recent signed lease agreement for Highway Landscapers. Supervisor Maresh made a motion to approve the updated signed lease, seconded by Supervisor Gerroll. Motion carried.

Controlled Access on CTH XX Update From Traffic Safety

Grotegut updated the committee on the results from Traffic Safety and the DOT study and their recommendation of denial of the driveway request on CTH XX. Supervisor Gerroll made a motion to deny the driveway request on CTH XX, seconded by Supervisor Maresh. Motion carried.

2022 Construction Schedule

Grotegut provided the committee with an overview of the proposed 2022 Construction Schedule and costs related to these projects. Supervisor Engelbrecht made a motion to approve the 2022 Construction Schedule, seconded by Supervisor Gerroll. Motion carried.

5 Year Construction Schedule

Grotegut updated the committee on the updated 5 Year Construction Schedule. Discussion took place. Supervisor Gerroll made a motion to approve the 5 Year Construction Schedule 2022-2026, seconded by Supervisor Engelbrecht. Motion carried.

CTH Z-147 Interchange Paving 2022 Budget

Grotegut explained the DOT's project that is planned at this interchange in 2022. He updated the committee on the DOT's work that would include county road work. Supervisor Gerroll made a motion to accept the proposal for DOT to do the road work, seconded by Supervisor Vogt. Motion carried.

High Risk Rural Roads Program - CTH JJ

Grotegut provided the committee with DOT's Safety Evaluation Summary on CTH JJ regarding a High Risk Rural Road Program and the counties cost associated with this project. No further discussion.

DOT PBM US 10 Crack Filling

Grotegut updated the committee with the DOT's Crack Filling project on US 10. Brief discussion took place.

CTH T-Tile Line Inspection

Grotegut provide the committee with the tile line inspection results on CTH T. This section of road is tentatively planned for paving in 2024. Brief discussion took place.

CTH R- LRIP Project Update

Grotegut updated the committee on the LRIP refund on the CTH R paving project. No further discussion.

Proposed 2022 Equipment

Grotegut mentioned the issue with delayed delivery on new equipment due to truck manufacturing/parts delays. He updated the committee on the equipment that will be purchased and rented. No further discussion.

Building Maintenance Update-Doors/Fire Alarms

Grotegut provided a maintenance update at our 5 highway shops. He further updated the committee on our outdated fire alarm system and camera update at our 310 shop. No further discussion.

Staffing Update

Grotegut updated the committee with our recent open highway maintenance positions that have now been filled along with one recently filled mechanic position. Brief discussion took place.

2021 Fall Safety Training

Grotegut gave a brief update on conferences that are being attended by the superintendents and foreman along with Grotegut attending a Commissioners Conference in October. Grotegut updated the committee on our upcoming Fall Safety Training and Rodeo. He mentioned our fall/winter hours of operation will begin on November 1, 2021. Brief discussion took place.

Overtime Report

The committee reviewed the Overtime Report. No further comment.

Vouchers

The committee reviewed the vouchers dated July 13th to September 7th, 2021. Supervisor Gerroll made a motion to approve the vouchers and was seconded by Supervisor Vogt. Motion carried.

Next Meeting Date

October 12th, 2021 to start at 5:30 p.m. prior to County Board Meeting @ The Heritage Center in Lower Level Education Room.

Adjournment

Supervisor Maresh made a motion to adjourn, seconded by Supervisor Engelbrecht. Motion carried. Meeting adjourned at 5:04 p.m.

Submitted by:

Gregory M. Grotegut
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: Tuesday, November 9TH, 2021

TIME: 4:00 p.m.

PLACE: Manitowoc County Highway Department.
3500 STH 310
Conference Meeting Room
Manitowoc, WI 54220

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1. Regular Business. (Call to order)
2. Approval of the September 14th, 2021 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. CTH Z Speed Reduction
4. ATV- UTV on County Roads
5. 2021 Budget
6. 2022-2023 LRIP Funds
7. Winter – Salt
8. Staffing Update
9. 2021 Fall Safety Training – Service Awards
10. Winter Road School (January 17-18-19, 2022)
11. Overtime Report
12. Vouchers
13. Next Meeting Date: December 14th, 2021

Dated: November 2nd, 2021

Kevin Behnke, Committee Chairman
By: Greg Grotegut, Highway Commissioner

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HIGHWAY COMMITTEE MINUTES
November 9th, 2021

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department Conference Meeting Room, 3500 STH 310, Manitowoc, Wisconsin at 4:00 P.M. on this 9th day of November 2021.

Supervisor Behnke called the meeting to order at 4:00 p.m.

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

Excused: Supervisor Maresh

Also Present: Commissioner Greg Grotegut, County Executive Bob Ziegelbauer, County Board Chairman Jim Brey and Supervisor James Falkowski

Approval of Minutes: Supervisor Vogt made a motion, seconded by Supervisor Gerroll to approve the minutes from the September 14th, 2021 meeting. Motion carried.

Regular Business:

(Public Comment): Supervisor James Falkowski said Thank you to our department for the work that has been done in his district.

CTH Z Speed Reduction

Commissioner Grotegut explained the results from a speed study which was done on CTH Z between Pleasant Road and I-43. Grotegut explained there is a lot of truck traffic in the area with two trucking companies which are both expanding and a gas station. Traffic and safety has recommended to lower the speed limit at the October 19th, 2021 meeting. Discussion took place.

Supervisor Gerroll made a motion to approve the speed reduction from 55 to 45 MPH on CTH Z between I-43 and Pleasant Road and was seconded by Supervisor Engelbrecht. Motion carried.

ATV-UTV on County Roads

Grotegut updated the committee on the Traffic Safety meeting results. Traffic and Safety has recommended to not allow ATV's and UTV's on county roads. Discussion took place.

Supervisor Behnke made a motion and seconded by Supervisor Vogt to deny the request for ATV-UTV usage on county roads. Motion carried.

2021 Budget

Grotegut provided an update to the committee on the 2021 Budget. Grotegut explained that the CTH Q Bridge invoices to hit the construction line item yet.

2022-2023 LRIP Funds

Grotegut updated the committee on the LRIP CHI and Supplemental funds. Grotegut explained that these will funds will be put towards the road construction on CTH R from Waldo to CTH P in three separate projects. The construction is still on track for a 2024 construction year.

Winter - Salt

Grotegut gave the committee some historical data on salt costs and has explained that over half of the equipment has been mounted and ready for snow. Grotegut also explained the rental agreement for end loaders which are used in winter months.

Staffing Update

Grotegut updated the committee there is an open mechanic position and have hired the last maintenance employee position. Grotegut explained that the department will be out sourcing some of the mechanic work if needed.

2021 Fall Safety Training - Service Awards

Grotegut explained to the committee that our department has started recognizing employees for years of service and dedication to their jobs at our annual fall safety meeting. A plaque was presented to 12 employees that have been recognized this year.

Winter Road School

Grotegut shared the dates of the winter roads school and our department will get supervisors registered.

Overtime Report

The committee reviewed the Overtime Report. No further comment.

Vouchers

The committee reviewed the vouchers dated September 14th to October 26th, 2021. Supervisor Gerroll made a motion to approve the vouchers and was seconded by Supervisor Engelbrecht. Motion carried.

Next Meeting Date

December 14th, 2021

Adjournment

Supervisor Gerroll made a motion to adjourn, seconded by Supervisor Engelbrecht. Motion carried. Meeting adjourned at 4:34 p.m.

Submitted by:

Gregory M. Grotegut
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: Tuesday, December 14th, 2021
TIME: 4:00 p.m.
PLACE: Manitowoc County Highway Department.
3500 STH 310
Conference Meeting Room
Manitowoc, WI 54220

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

1. Regular Business. (Call to order)
2. Approval of the November 7th, 2021 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. CTH VV Driveway Access
4. Mechanic – Lube Tech
5. 2022 Proposed Shop Updates
6. 2022 Highway Equipment
7. 2022 Airport Equipment
8. Airport Mechanic Lease
9. Overtime Report
10. Vouchers
11. Next Meeting Date: January 11th, 2022

Dated: December 7th, 2021

Kevin Behnke, Committee Chairman
By: Greg Grotegut, 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 14th, 2021

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department Conference Meeting Room, 3500 STH 310, Manitowoc, Wisconsin at 4:00 P.M. on this 14th day of December 2021.

Supervisor Behnke called the meeting to order at 4:00 p.m.

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

Excused: none

Also Present: Commissioner Greg Grotegut, County Executive Bob Ziegelbauer, County Board Chairman Jim Brey, Supervisor James Falkowski, Nick Sheeter, City of Two Rivers Scott Ahl and Jim McDonald.

Approval of Minutes: Supervisor Gerroll made a motion, seconded by Supervisor Vogt to approve the minutes from the September 14th, 2021 meeting. Motion carried.

Regular Business:

(Public Comment): Nick Sheeter is requesting two driveway access point on CTH VV.

CTH VV Driveway Access

Commissioner Grotegut presented a letter of hardship from Nick Sheeter for a driveway access request on CTH VV. Grotegut showed a map of the area and explained that the hardship is valid due to a wet land that divides the property. James McDonald explained the proposed future street that is to be put in across from St. Johns Church. McDonald explained that the second access point should come from the future street. Grotegut explained there will be one permit for the City of Two Rivers and one for Nick Sheeter to gain access to CTH VV if the committee approves.

Supervisor Gerroll made a motion to approve the driveway access on CTH VV approximately 350' from STH 147 and a second access point for the City of Two Rivers for the future street across from St. Johns. It was seconded by Supervisor Engelbrecht. Motion carried.

Mechanic - Lube Tech

Commissioner Grotegut explained the position to the committee and the department no longer wants to move forward with changing one of the Mechanic positions to a Lube Tech. Discussion followed.

2022 Proposed Shop Updates

Grotegut provided an update to the committee on the Proposed Shop Updates which include Mishicot shop ongoing improvements. Grotegut shared two proposals for the indoor and outdoor lighting for Mishicot shop. Supervisor Behnke mentioned that it was very dark in the shop last time the committee was there. Discussion followed.

2022 Highway Equipment

Grotegut presented the committee with proposed 2022 Highway Equipment purchases. Grotegut has explained the delay in getting trucks and equipment and that some equipment needed to be ordered early to receive it in the 2022 physical year. Grotegut also explained how the shoulder maintainer will be cost effective to the department.

2022 Airport Equipment

Grotegut provided the committee with the proposed 2022 Airport Equipment purchase. Grotegut explained the current tractor has many hours on it and has welded parts on it from last winter.

Airport Mechanic Lease

Grotegut updated the committee on the Airport Mechanic Lease and the mechanic is on board and working at the airport as a private mechanic.

Overtime Report

The committee reviewed the Overtime Report. Grotegut had no concerns on the overtime report. There was no further discussion.

Vouchers

The committee reviewed the vouchers dated November 2nd to November 30th, 2021. Supervisor Gerroll made a motion to approve the vouchers and was seconded by Supervisor Vogt. Motion carried.

Next Meeting Date

January 11, 2022

Adjournment

Supervisor Gerroll made a motion to adjourn, seconded by Supervisor Maresh. Motion carried.
Meeting adjourned at 4:28 p.m.

Submitted by:

Gregory M. Grotegut
Highway Commissioner