

HIGHWAY COMMITTEE MINUTES

December 10, 2024

The Manitowoc County Highway Committee convened into an open session at The Manitowoc County Highway Department, Conference Room, 3500 STH 310, Manitowoc, Wisconsin at 4:00 P.M. on this 10th day of December 2024.

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

Roll Call: Supervisors Kevin Behnke, Jim Brey, Lee Engelbrecht, Susie Maresh and Matthew Phipps

Excused: N/A

Also Present: Commissioner Greg Grotegut, County Executive Bob Ziegelbauer, Jim Theyerl

Approval of Minutes: Supervisor Maresh made a motion to approve the minutes from the November 12th, 2024 meeting, seconded by Supervisor Engelbrecht. Motion carried.

Regular Business:

(Public Comment): Jim Theyerl came to the meeting and gave a letter to the committee regarding a bump on CTH B.

Driveway Request CTH XX

Commissioner Grotegut updated the committee on a driveway request on CTH XX west of Cleveland for agricultural use along with the removal of two existing driveways received from Orthland Dairy Farm. Brief discussion took place.

Motion made by Supervisor Brey to approve the driveway request on CTH XX pending the removal of two existing driveways, seconded by Supervisor Engelbrecht. Motion carried. One abstains Matthew Phipps.

Airport Mechanic Revocable License Agreement

Commissioner Grotegut provided the committee with renewal agreement terms for the airport mechanic with Welches Aviation Services, LLC. Brief discussion took place.

Motion made by Supervisor Engelbrecht to approve the Airport Mechanic Revocable License Agreement, seconded by Supervisor M. Phipps. Motion carried.

Airport Fees

Commissioner Grotegut updated the committee regarding the fees at the airport have not changed since 2018. Grotegut provided current hangar rent, handling fees, and ramp parking fees. Brief discussion to place.

Motion made by Supervisor M. Phipps to approve the updated airport fees on hanger rent, handling fees, and ramp parking fees, seconded by Supervisor Maresh. Motion carried.

Grotegut also provided the committee with current land leases for hangar owners and a map of the airport hangar owners. Grotegut mentioned most leases have different property descriptions and square footages outside of building dimensions.

Motion made by Supervisor Engelbrecht to set the ground lease fees starting in 2025 based on the current lease square footage at the rate of 15 cents for private, 20 cents for commercial for new leases, seconded by Supervisor Brey. Motion carried.

Airport Petition

Commissioner Grotegut provided the committee with a resolution petition for airport improvement aid and designating the secretary of transportation as agent. Brief discussion took place.
Motion made by Supervisor Brey to approve the airport petition and to move this resolution to the county board, seconded by Supervisor M. Phipps. Motion carried.

Hangar Lot # 1645 Ground Lease Renewal

Commissioner Grotegut provided the committee with information on the terms for the ground lease renewal for hangar lot #1645. This was a commercial lease and will now be a private lease moving forward.
Motion made by Supervisor Engelbrecht to approve the ground lease renewal terms for Hangar Lot #1645, seconded by Supervisor Maresh. Motion carried.

Yanda Pit Lease Agreement

Commissioner Grotegut provided the committee with a 1 year lease agreement with information.
Motion made by Supervisor Maresh to approve the Yanda Pit Lease Agreement, seconded by Supervisor Engelbrecht. Motion carried

Brown/Manitowoc County Jurisdictional Transfer County BB

Commissioner Grotegut provided the committee with information on the Brown and Manitowoc County Jurisdictional Transfer on CTH BB. Brief discussion took place.
Motion made by Supervisor Engelbrecht to approve Brown/Manitowoc County Jurisdictional Transfer on County BB, seconded by Supervisor M. Phipps. Motion carried.

County Budget 2024 Review

Commissioner Grotegut updated the committee our current 2024 budget year to date. Brief discussion took place.

Overtime Report

The Committee reviewed the Overtime Reports. No further discussion.

Vouchers

The Committee reviewed the vouchers dated November 5th, 2024 through December 3rd, 2024. Supervisor Maresh questioned some larger purchases for equipment.
Supervisor Engelbrecht made a motion to approve the vouchers, seconded by Supervisor Maresh. Motion carried.

Next Meeting Date

January 21st, 2025

Adjournment

Supervisor Engelbrecht made a motion to adjourn, seconded by Supervisor Maresh. Motion carried.
Meeting adjourned at 4:42 p.m.

Submitted by:
Gregory M. Grotegut
Highway Commissioner