

## HIGHWAY COMMITTEE MINUTES

July 8th, 2025

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 8th day of July, 2025.

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

**Roll Call:** Supervisors Kevin Behnke, Jim Brey, Lee Engelbrecht and Susie Maresh.

**Excused:** Matthew Phipps

**Also Present:** Commissioner Greg Grotegut, County Executive Bob Ziegelbauer, Supervisor Scott Schiesl and Supervisor Tyler Martell.

**Approval of Minutes:** Supervisor Engelbrecht made a motion to approve the minutes from the June 10th, 2025 meeting, seconded by Supervisor Maresh. Motion carried.

**Regular Business:**

**(Public Comment):** None

### **Request for Consent to Assignment of Airport Hangar H-3 2101**

Commissioner Grotegut provided the committee with a request received for Consent to Assignment of Airport Hangar H-3 2101.

Motion made by Supervisor Brey to approve the Consent to Assignment of Airport Hangar H-3 2101 from Dan Dvorak and James Wachholz to James Wachholz, seconded by Supervisor Maresh. Motion carried.

### **Request for Consent to Assignment of Airport Hangar 27**

Commissioner Grotegut provided the committee with a request received for Consent to Assignment of Airport Hangar 27.

Motion made by Supervisor Engelbrecht to approve the Consent to Assignment of Airport Hangar 27 from Thomas J. Bare (Airbarely, LLC) to Mark Van Steenburgh (Area Po6 LLC). seconded by Supervisor Brey. Motion carried.

### **Airport Training Update:**

Commissioner Grotegut updated the committee with two training opportunities that Bryan Barbeau (Airport Manager) will be attending in September and October. These trainings are offered by Wisconsin Airport management Association. Discussion followed.

### **Building Updates and Equipment Request 2026**

Commissioner Grotegut updated the committee on the Manitowoc shop roof and the equipment needs for 2026. A conversation about the delay in truck build times was discussed. Motion made by Supervisor Engelbrecht to approve the Building updates and Equipment request for 2026, seconded by Supervisor Maresh. Motion carried.

### **CDL Contract Agreement Update**

Commissioner Grotegut provided the committee an update on the CDL contract which non-CDL employees will reimburse the county for the cost of training if a separation of employment is prior to the 2-year term. Discussion followed.

### **Local Road Improvement Program Summary Report**

Commissioner Grotegut provided the committee an update to the Local Road Improvement Program Summary Report. Grotegut explained how the report summarizes how all the funds were allocated in past years.

### **Project Update**

Commissioner Grotegut provided the committee an update that CTH "CR, CTH "R", and CTH "Y" are complete other than centerline paint. Crews are paving the mainline on CTH Q. CTH B Cold in Place has been rescheduled to start July 24<sup>th</sup>. (Weather dependent)

### **Personnel Update**

Commissioner Grotegut provided the committee and update the of the promotion of Jeff Chalupny from Highway Maintenance to Patrol Superintendent, Grotegut spoke about Jeffs past roles and responsibilities at the department and previous employment. Grotegut also gave an update on the Administrative Assistant position which is open. Brief discussion took place.

### **Overtime Report**

The Committee reviewed the Overtime Reports. Grotegut explained the department is comparable to previous year's budget.

### **Vouchers**

The Committee reviewed the vouchers dated June 3rd, 2025 through July 1st, 2025.

Supervisor Brey made a motion to approve the vouchers, seconded by Supervisor Maresh. Motion carried.

### **Next Meeting Date**

August 12th, 2025

### **Adjournment**

Supervisor Engelbrecht made a motion to adjourn, seconded by Supervisor Maresh. Motion carried.

Meeting adjourned at 4:26 p.m.

Submitted by:

Gregory M. Grotegut

Highway Commissioner