

HIGHWAY COMMITTEE MINUTES

December 9th, 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 9th day of December, 2025.

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

Roll Call: Supervisors Kevin Behnke, Lee Engelbrecht, Susie Maresh, Scott Schiesl, Matthew Phipps.

Excused: None

Also Present: Commissioner Greg Grotegut, County Executive Bob Ziegelbauer.

Approval of Minutes: Supervisor Engelbrecht, made a motion to approve the minutes from the November 11th, 2025 meeting, seconded by Supervisor Schiesl. Motion carried.

Regular Business:

(Public Comment): None

CTH Q -Controlled Access Driveway Relocation Request

Grotegut presented a map showing the parcel and its current access point. He explained that Gary Kennedy submitted a request with two potential options.

1. To obtain a new access across from Ravenswood while retaining the existing access, which would be gated and used only for the access to the easement on the property.
2. To obtain the new access across from Ravenswood and remove the existing access, with Kennedy providing an internal access route on his property for access to the easement.

Grotegut recommended granting Kennedy the new access across from Ravenswood Lane with the condition that the existing access remain in place but be gated for maintenance access to the easement only. Discussion took place, it was noted that option (2) was not a good use of land.

Supervisor Engelbrecht made a motion to move forward with option (1). Keep the existing access, gated off for easement access only, and allow Kennedy to construct the new access across from Ravenswood Lane. The motion was seconded by Supervisor Schiesl. Motion carried.

Hours of Operation

Grotegut presented a chart outlining the proposed change in Highway Department hours of operation. He reviewed the positive and negative aspects of the proposal and emphasized that the second-shift schedule and I-43 coverage would remain unchanged. These hours would be for winter months only. Conversation took place. Supervisor Maresh made a motion to approve the change hours, seconded by Supervisor Schiesl. Motion carried.

Personnel Update

Grotegut shared a chart to all committee members addressing the breakdown on how the recent hiring process has gone. He stated that the chart breakdowns who we have starting and who we extended offers to as well as who has declined. Grotegut stated that the recent market increase is a step in the right direction for the department, but noted that it is not a complete solution for attracting employees with a CDL.

Winter at a Glance Report

- **24-25 Update from DOT**

Grotegut presented the winter storm report and directed the committee to review the salt-use-per-lane-mile data. He noted that this information was for reference only and highlighted those counties using more brine generally operate with less salt per lane mile.

WisTransPortal

- **Storm Reports**

Grotegut presented the weekly storm reporting system to the Highway Committee, demonstrating how each county is required to report its equipment use, labor, and materials. He noted that this information was provided as a reference to help the committee better understand day-to-day reporting requirements to DOT.

- **Crash Data Review**

Grotegut displayed the Community Maps system and demonstrated to the committee how employees obtain information for accident reports. He explained that this process helps the county recover costs when county resources are used for accidents throughout the county. He also noted that this system is used by the Traffic and Safety Committee to review historical accident data at problem locations and intersections to make recommendations.

Overtime Report

The committee reviewed the Overtime Reports. Grotegut had no issues regarding the overtime report.

Vouchers

Motion was made by Supervisor Schiesl to approve the vouchers and seconded by Supervisor Engelbrecht. Motion carried.

Next Meeting Date

January 20th, 2026

Adjournment

Supervisor Engelbrecht made a motion to adjourn the meeting. Seconded by Supervisor Maresh. Motion carried.

Meeting adjourned at 4:38 p.m.

Submitted by:
Gregory M. Grotegut
Highway Commissioner