



MANITOWOC COUNTY HIGHWAY COMMITTEE **AMENDED** MEETING NOTICE

DATE: January 21, 2025
TIME: 4:00 p.m.
PLACE: Manitowoc County Highway Department
Conference Room
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 December 10th, 2024 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. CTH B – Road Condition Discussion
4. Airport - Tower Approval
5. **Airport Hanger Lot 1645**
 - a. **The Board may convene in closed session pursuant to Wis. Stat. § 19.85(1)(g) for the purpose of conferring with legal counsel for the County who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically, the Board may convene in closed session to discuss the expired hanger site lease for airport hangar lot no. 1645 and potential litigation arising out of its nonrenewal/non-extension.**

If the Committee convenes in closed session, it will reconvene in open session prior to taking any action.

- b. **Reconvene into Open Session.**
 6. Kingsbridge Rehab Bid Results
 7. Personnel Update
 8. State Budget Sheet Review
 9. Overtime Report
 10. Vouchers
 11. Next Meeting Date: February 11th, 2025
- Dated: **January 17th, 2025**

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

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 21, 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 21st day of January 2025.

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, Supervisor James Lillibridge, Supervisor Ritz Metzger, Supervisor Dylan Hammel, Mark Smith, Andrew Krajnek, Jack Kotche, and Corporation Counsel Peter Conrad

Approval of Minutes: Supervisor Engelbrecht made a motion to approve the minutes from the December 10th, 2024 meeting, seconded by Supervisor M. Phipps. Motion carried.

Regular Business:

(Public Comment): Andy Krajnek introduced himself to the committee and discussed a new hangar lease for his client Mark Smith. Public Comments was closed at 4:05 p.m.

CTH B – Road Condition Discussion

Supervisor M. Phipps explained the addition of CTH B to the agenda. Supervisor M. Phipps mentioned this segment on CTH B is located within his district and discussed the concern to fix a segment of highway. Commissioner Grotegut updated the committee on the information regarding this area and found no changes to the roadway. Discussion took place between all attending county board supervisors regarding issues and concerns on a noise issue received from neighbors.

Motion made by Supervisor Brey to place on file, seconded by Supervisor Engelbrecht. Motion carried

Airport – Tower Approval

Commissioner Grotegut updated the committee on a recent letter received from Metro North Communications, Inc for the request from our highway committee for approval on the construction of a 100 foot tower. Metro North Communications, Inc. also provided the FAA (Federal Aviation Administration) approved letter which reveals the tower structure does not exceed obstruction standards and would not be a hazard to air navigation. Motion made by Supervisor Maresh, to approve the construction of the tower per the FAA conditions, seconded by Supervisor M. Phipps. Motion carried.

Airport Hangar Lot 1645

Supervisor Behnke made a motion to convene in closed session pursuant to Wis. Stat. § 19.85(1)(g) for the purpose of conferring with legal counsel for the County who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically, the Board may convene in closed session to discuss the expired hangar site lease for airport hangar lot no. 1645 and potential litigation arising out of its nonrenewal/non-extension., seconded by Supervisor Maresh, Brey, M. Phipps, and Engelbrecht. Motion carried. Convened in closed session at 4:30 p.m.

Supervisor Behnke made a motion to reconvene into open session, seconded by Supervisors Maresh, Brey, M. Phipps, and Engelbrecht. Motion carried. Reconvene into open session at 4:45 p.m.

Motion made by Supervisor Behnke to grant a one year lease, provide proof for past and current certificates of

insurance for one million dollars per lease terms, removal of fuel trailer, mailing address of business name to be disclosed in lease, seconded by Supervisor Maresh. Motion carried.

Kingsbridge Rehab Bid Results

Commissioner Grotegut updated the committee on the Kingsbridge Rehab Bid Results and the most favorable bid result was Lunda Construction. Commissioner Grotegut indicated a start date of 1/27/2025.

Motion made by Supervisor Brey to approve the bid received by Lunda Construction for the Kingsbridge Rehab, seconded by Supervisor Engelbrecht. Motion carried.

Personnel Update

Commissioner Grotegut mentioned to the committee he held a recent meeting for all highway department employees. Discussion took place regarding some of the 2025 budget changes on Sunday call in to be Overtime. This change did not fix the after hour call in issues. Commissioner Grotegut would like approval from the committee to allow employees the option to work Fridays to obtain their 40 hour work week to cure this problem. Supervisors discussed this as a department head decision.

Commissioner Grotegut also mentioned the paving foreman is leaving early June due to retirement. Brief discussion took place.

State Budget Sheet Review

Commissioner Grotegut provided the committee with an overview on the new state budget sheet and how it is broken down and affects how our county projects are completed around state funding projects. No further discussion.

Overtime Report

The Committee reviewed the Overtime Reports. No further discussion.

Vouchers

The Committee reviewed the vouchers dated December 10th, 2024 through January 7th, 2025.

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

Next Meeting Date

February 11th, 2025

Adjournment

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

Meeting adjourned at 5:03 p.m.

Submitted by:

Gregory M. Grotegut

Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: February 11th, 2025
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 21st, 2025 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. Village of Kellnersville CTH K and CTH T intersection recommendation from TSC
4. Equipment Update
5. Brine – Commodity Storage Building Update
6. Highway Financial Computing Update
7. Airport Budget - Update
8. 2025 Spring Commissioners & Committee Region Meeting - Update
9. Overtime Reportp
10. Vouchers
11. Next Meeting Date: March 11th, 2025

Dated: February 4th, 2025

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

February 11, 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 11th day of February, 2025.

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, Supervisor Scott Schiesl, Supervisor Dylan Hammel, Jay Hoogstra, and Leon Sigman.

Approval of Minutes: Supervisor Engelbrecht made a motion to approve the minutes from the January 21st. 2025 meeting, seconded by Supervisor Brey. Motion carried.

Regular Business:

(Public Comment): None

Village of Kellnersville CTH K and CTH T intersection recommendation from TSC

Commissioner Grotegut provided the committee with the meeting minutes from the January 21st, 2025 TSC meeting. Grotegut also explained the recommendation from the TSC meeting. Motion made by Supervisor M. Phipps to make no changes to the intersection per the recommendation from the TSC, seconded by Supervisor Brey. Motion carried.

(Public Comment): Supervisor Brey asked to open Public Comment back up at 4:06 p.m. Leon Sigman and Jay Hoogstra spoke on history of the Manitowoc County Airport and their support of bringing flight training back to the Airport. Supervisor Behnke asked Mr. Hoogstra to work with Commissioner Grotegut on the contract. Public comment was closed at 4:16 p.m.

Equipment Update

Commissioner Grotegut shared pictures of one of seven Sterling trucks from 2000 to 2007. Grotegut explained that the Highway Department is having difficulty securing replacement parts for these trucks. One truck is currently waiting a wiring harness which could be down for 3 months and the truck is not operational. Grotegut also shared pictures of 2 fuel trucks at the Airport that are from the 80's and also have issues getting parts. Discussion took place.

Brine-Commodity Storage Building update

Commissioner Grotegut updated the committee that Integrity Engineering is designing the building, and they are expected to have design plans completed early March. We are still expecting to bid this out by the end of March 2025.

Highway Financial Computing Update

Commissioner Grotegut explained the need for internet access at two remaining outline shops, as this would allow the Department to move to digital time keeping in the future. There are other programs to help digitally sync these systems together. Grotegut explained everything is currently working, but when the time comes to update financial systems he wants to make sure what is selected works and syncs with DOT computing systems along with time keeping. Discussion took place.

Airport Budget -Update

Commissioner Grotegut shared copies of the 2024 and 2025 Airport budget sheets and showed everyone how the FBO and the Maintenance portions are separated and explained some of the line items that go into each of these budget sheets. No further discussion.

2025 Spring Commissioners and Committee Region Meeting Update

Commissioner Grotegut updated the committee that the meeting will be on May 15th in Winnebago County. Details will be coming shortly.

Overtime Report

The Committee reviewed the Overtime Reports. No further discussion.

Vouchers

The Committee reviewed the vouchers dated January 14th, 2025 through January 28th, 2025. Supervisor Engelbrecht made a motion to approve the vouchers, seconded by Supervisor Brey. Motion carried.

Next Meeting Date

March 11th, 2025

Adjournment

Supervisor Brey made a motion to adjourn, seconded by Supervisor Maresh. Motion carried.
Meeting adjourned at 4:38 p.m.

Submitted by:
Gregory M. Grotegut
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: March 11th, 2025
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 February 11th, 2025 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. Controlled Access Request – Randall Sellen hardship
4. Flight Training and Related Services Contract
5. Bids results for HVAC
6. Bid results HMA
7. Bid Results Milling
8. Bid results CIP
9. Emergency service – invoicing
10. Kingsbridge project update
11. Overtime Report
12. Vouchers
13. Next Meeting Date: April 8th, 2025

Dated: March 5th, 2025

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

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HIGHWAY COMMITTEE MINUTES

March 11, 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 11th day of March, 2025.

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

Roll Call: Supervisors Kevin Behnke, Lee Engelbrecht, and Matthew Phipps

Excused: Supervisor Jim Brey, Supervisor Susie Maresh

Also Present: Commissioner Greg Grotegut, County Executive Bob Ziegelbauer, Supervisor Scott Schiesl, Randall Sellen

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

Regular Business:

(Public Comment): None

Controlled Access Request – Randall Sellen Hardship

Commissioner Grotegut provided the committee with a letter received from Randal Sellen. Randall Sellen explained his driveway request for agricultural access. After the sale of his property, he is hopeful to have a separate access to the land to be sold. Brief discussion took place by the highway committee. Motion made by Supervisor M. Phipps to grant the driveway request for agricultural use only, seconded by Supervisor Engelbrecht. Motion carried.

Flight Training and Related Services Contract

Commissioner Grotegut updated the committee on the current status of the flight training contract with J D Hoogstra Inc. Grotegut explained that J D Hoogstra Inc. wanted to change insurance requirements. Supervisor Phipps asked if the insurance requirements increased throughout the years. Grotegut will update the committee if there was a change. Brief discussion took place.

Bid Results for HVAC

Commissioner Grotegut presented the committee with the bid results from the recent HVAC Multiple Unit Replacement.

Supervisor Engelbrecht made a motion to approve the lowest bid result received from August Winter & Sons, Inc, seconded by Supervisor M. Phipps. Motion carried

Bid Results for HMA

Commissioner Grotegut presented the committee with the bid results from the recent 2025 Hot Mix Asphalt bid results. Northeast Asphalt was the lowest asphalt bid received. This asphalt will be used for various paving projects in Manitowoc County. Brief discussion took place.

Supervisor Engelbrecht made a motion to award the 2025 Hot Mix Asphalt bid to Northeast Asphalt, seconded by Supervisor M. Phipps. Motion carried.

No further discussion.

Bid Results for Milling

Commissioner Grotegut presented the committee with the bid results from the recent 2025 Asphalt Milling bid opening. Grotegut explained a RAP credit option that Northeast Asphalt supplied with the bid. Tri County

Paving was the lowest milling bid received. The asphalt milling will be used on various highway projects in Manitowoc County.

Supervisor Engelbrecht made a motion to award the 2025 Asphalt Milling bid to Tri County Paving, seconded by Supervisor M. Phipps. Motion carried.

Bid Results for CIP

Commissioner Grotegut presented the committee with the bid results from the recent 2025 Cold in Place bid opening. WK Construction Company was the lowest bid received. The Cold in Place will be used for funding the CTH R, CTH Q and CTH B highway projects in Manitowoc County.

Supervisor Engelbrecht made a motion to award the 2025 Cold in Place bid to WK Construction Company, seconded by Supervisor M. Phipps. Motion carried.

Emergency Service - Invoicing

Commissioner Grotegut explained emergency services have been invoiced in the past if the highway department services are called.

Supervisor Engelbrecht to make a motion for Manitowoc County Highway Department to continue with same protocol as in the past, responding to fires will be treated the same as accidents. Fires on the State Highways will be billed to the state, fires on Town roads will be billed to the Town, fires on County Trunk Highways will be billed to the owner. On call Highway Department Supervisors are instructed to contact the Town personnel if they have employees to respond first. If the supervisors cannot make contact the County will respond to the call in, seconded by Supervisor M. Phipps. Motion carried.

Brief discussion took place about sending out a memo to all townships/county fire association.

Kingsbridge Project Update

Commissioner Grotegut updated the committee on the completed Kingsbridge improvement project. The weight limit on this bridge has now been removed. Brief discussion took place.

Overtime Report

The Committee reviewed the Overtime Reports. No further discussion.

Vouchers

The Committee reviewed the vouchers dated February 4th, 2025 through February 25th, 2025.

Supervisor M. Phipps made a motion to approve the vouchers, seconded by Supervisor Engelbrecht. Motion carried.

Next Meeting Date

April 8th, 2025

Adjournment

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

Meeting adjourned at 4:42 p.m.

Submitted by:

Gregory M. Grotegut

Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: May 13th, 2025
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 11th, 2025 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. John Woelfel Controlled Access request
4. Broadwind sublease approval
5. Brine – Commodity Building Bids approval
6. Building and Grounds – update
7. 2025 Project update
8. 2026 Proposed Engineered project approval
9. 2025-2026 Salt Prices update
10. Airport Projects update
11. Personnel update
12. Overtime Report
13. Vouchers
14. Next Meeting Date: June 10th, 2025

Dated: May 6th, 2025

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.

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HIGHWAY COMMITTEE MINUTES

May 13, 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 13th day of May, 2025.

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

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

Excused: N/A

Also Present: Commissioner Greg Grotegut, County Executive Bob Ziegelbauer, Supervisor Scott Schiesl, and Conor Benham

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

Regular Business:

(Public Comment): Conor Benham spoke regarding invasive species spraying and the request for notifying all county residents. Discussion took place regarding additional notification besides the local newspaper, radio, and county website notices. Commissioner Grotegut informed the committee the department is working with IT Department to implement an email sign in on the county website to opt in to receive all highway notices, to include the invasive species spraying in spring.

John Woelfel Controlled Access Request

Commissioner Grotegut provided the committee with a letter received from John Woelfel. John Woelfel explained in his letter his request to close off the north end driveway entrance and merge both on the south end together allowing for a south entrance only to his property, along with removing the old north end driveway. Brief discussion took place by the highway committee.

Motion made by Supervisor Brey to grant the driveway request with stipulation for the curb line to be professionally cut for the new access. Also, that the old entrance will need a new curb poured, topsoiled, seeded and erosion matted in right of way. seconded by Supervisor Maresh. Motion carried.

Broadwind Sublease Approval

Commissioner Grotegut provided the committee with a sublease request received from tenant Broadwind Heavy Fabrication, Inc to sublandlord to Maynards Energy Exchange, LLC for a term of three months, with an option to extend the term for an additional period of three months. Brief discussion took place.

Motion made by Supervisor Engelbrecht to grant the request for Broadwind Heavy Fabrication, Inc. sublease to Maynards Energy Exchange, LLC, seconded by Supervisor Maresh. Motion carried.

Brine – Commodity Building Bids Approval

Commissioner Grotegut presented the committee with the bid results from the recent Brine – Commodity Building bid opening which also included explanation of the alternate bid options. Discussion took place.

Supervisor Maresh made a motion to approve the lowest bid result received from Bayland Buildings, seconded by Supervisor Engelbrecht. Motion carried.

Buildings and Grounds - Update

Commissioner Grotegut updated the committee with the recently updated HVAC installation at our Highway 310 Shop. Grotegut also added the roof replacement for the 310 Shop is slated for the 2026 budget. He also updated the committee on the I-43 Salt Shed is in need for updates, however this is state owned so the repairs

will be on the state. Brief discussion took place.

2025 Project Update

Commissioner Grotegut provided an update to the committee on current 2025 road projects. CTH CR is almost completed, with CTH R, CTH Y, and CTH Q currently under construction with milling/Cold in Place/road curing followed by a top layer of asphalt, shouldering, and center striping. Grotegut also updated the committee on the Memorial Drive (Hwy 42) current construction status, with the project being ahead of schedule.

2026 Proposed Engineered Project Approval

Commissioner Grotegut presented the committee with the 2026 proposed engineered projects on CTH XX & Louis Corners Road, and CTH V (Hillcrest Road) NB On/Off Ramps to Semi Drive. Discussion took place. Supervisor Engelbrecht made a motion for approval to start the design phase with an engineering firm for both projects on CTH XX AND CTH V, seconded by Supervisor Maresh. Motion carried.

2025-2026 Salt Prices Update

Commissioner Grotegut updated the committee on salt prices for the 2025-2026 winter season for Manitowoc County with an increase of 5% vs last year. Brief discussion took place.

Airport Projects Update

Commissioner Grotegut updated the committee on the four-year lighting project status of being almost completed. Grotegut also mentioned to the committee there will be a drainage study completed at the airport and results should follow in June. A consulting firm has also started the data collection process for the Airport Master Plan. Grotegut also mentioned the EAA chapter recently restored the Seabee plane with help of area students and it will be displayed near the original location on the front lawn in early summer. Brief discussion took place.

Personnel Update

Commissioner Grotegut provided the committee on the status of positions currently open in the highway department and an update on airport positions. Brief discussion took place.

Overtime Report

The Committee reviewed the Overtime Reports. No further discussion.

Vouchers

The Committee reviewed the vouchers dated March 4th, 2025 through May 6th, 2025.

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

Next Meeting Date

June 10th, 2025

Adjournment

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

Meeting adjourned at 5:04 p.m.

Submitted by:

Gregory M. Grotegut

Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: June 10th, 2025
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 13th, 2025 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. Request for Consent to Assignment of Airport Hangar 90
4. Request for Consent to Assignment of Airport Hangar 14
5. Brine – Commodity Building update
6. Project update
7. Personnel update
8. Overtime Report
9. Vouchers
10. Next Meeting Date: June 3rd, 2025

Dated: July 8th, 2025

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.

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HIGHWAY COMMITTEE MINUTES

June 10, 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 10th day of June, 2025.

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

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

Excused: N/A

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

Approval of Minutes: Supervisor Engelbrecht made a motion to approve the minutes from the May 13th, 2025 meeting, seconded by Supervisor Maresh. Motion carried.

Regular Business:

(Public Comment): None

Request for Consent to Assignment of Airport Hangar 90

Commissioner Grotegut provided the committee with a request received for Consent to Assignment of Airport Hangar 90.

Motion made by Supervisor Maresh to approve the Consent to Assignment of Airport Hangar 90 from MTW Flying, LLC to Jeffrey A. Nicholas, seconded by Supervisor Brey. Motion carried.

Request for Consent to Assignment of Airport Hangar 14

Commissioner Grotegut provided the committee with a request received for Consent to Assignment of Airport Hangar 13.

Motion made by Supervisor Engelbrecht to approve the Consent to Assignment of Airport Hangar 14 from Neal K. Beyer to Daniel M. Hillmer, seconded by Supervisor Maresh. Motion carried.

Brine – Commodity Building Update

Commissioner Grotegut updated the committee that the contract is signed with Bayland Buildings, Inc and we are anticipating a pre-construction meeting in the next week or two. No further discussion.

Project Update

Commissioner Grotegut updated the committee on the paving projects CTH CR and CTH R, stating they are complete other than centerline paint. Crews are currently paving on CTH Y, CTH Q and anticipate CTH B starting in early July. No further discussion.

Personnel Update

Commissioner Grotegut provided the committee and update of the promotion of Nathan Schleis from Patrol Superintendent to Operations Manager, Grotegut spoke about Nathan's past roles and responsibilities within the department. Grotegut also gave an update on recent interviews for the open Highway Maintenance positions. 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 May 13th, 2025 through May 27th, 2025.

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

Next Meeting Date

July 8th, 2025

Adjournment

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

Meeting adjourned at 4:20 p.m.

Submitted by:

Gregory M. Grotegut

Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: July 8th, 2025
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 June 10th, 2025 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. Request for Consent to Assignment of Airport Hangar H-3 2101
4. Request for Consent to Assignment of Airport Hangar 27
5. Airport Training Update
6. Building Updates and Equipment Request 2026
7. CDL Contract Agreement Update
8. Local Road Improvement Program Summary Report
9. Project Update
10. Personnel Update
11. Overtime Report
12. Vouchers
13. Next Meeting Date: August 12th, 2025

Dated: July 1st, 2025

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

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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 24th. (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



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: August 12th, 2025
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 8th, 2025 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. Driveway Request CTH R.
4. Traffic and Safety Recommendation for CTH Q at Goodwin Road.
5. Airport Drainage Issues Herman Road.
6. Wisconsin state MOU update.
7. WIS 32 Improvements – City of Kiel update.
8. Overtime Report
9. Vouchers
10. Next Meeting Date: September 9th, 2025

Dated: August 5th, 2025

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

August 12th, 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 12th day of August, 2025.

Supervisor Engelbrecht, called the meeting to order at 4:37p.m.

Roll Call: Supervisors Lee Engelbrecht, Susie Maresh and Matthew Phipps.

Excused: Jim Brey, Kevin Behnke

Also Present: Commissioner Greg Grotegut, County Executive Bob Ziegelbauer, Supervisor Scott Schiesl Supervisor Paul Hacker, John Creagh, Kathy Schmill, Scott and Barbara Kakuk, Martha Dane

Approval of Minutes: Supervisor Maresh made a motion to approve the minutes from the August 12th, 2025 meeting, seconded by Supervisor Phipps. Motion carried.

Regular Business:

(Public Comment): None

Airport Drainage Issues Herman Road

Commissioner Grotegut provided the committee information from recent rainfall events and shared photos of Airport and non-Airport property. Home owners that reside on Herman Road spoke about the recent flooding that is occurring on their property. Grotegut provided the Committee with wetland maps and correspondence with the DNR. Grotegut also explained that the Airport has been working with an engineering firm on a drainage study but is not completed. A motion made by Supervisor Maresh to wait for the completion of the drainage study recommendations, seconded by supervisor Phipps. Motion carried.

Driveway Request CTH R

Commissioner Grotegut provided the committee with a request for a 60 ft wide driveway on CTH R received by Brandon Vogel, owner of Right Way Applications. Grotegut explained how Mr. Vogel wants to split the driveway between the parcels and install a manure transfer line across CTH R in that same area. Motion made by supervisor Phipps for Mr. Vogel to install a 60' driveway for road side transferring on the same parcel that one will be removed due to being in controlled access. The driveway is not to split both parcels. Seconded by Supervisor Engelbrecht. Motion Carried.

A motion was made by Supervisor Maresh to approve a manure transfer line under CTH R as long as the pipe inlet and outlets are outside of County Right of Way and are properly marked as a private facility. Seconded by Supervisor Phipps. Motion carried.

Traffic and Safety Recommendations for CTH Q at Goodwin Road

Commissioner Grotegut provided the committee with the request for a speed limit reduction from the Town of Manitowoc and recommendations from the July 15th Traffic and Safety Committee for CTH Q at Goodwin Road. Motion made by Supervisor Maresh to remove two trees in the County right of way on the north west quadrant of the intersection and not to lower the speed limit on CTH Q per Traffic and Safety recommendations. Seconded by Supervisor Phipps. Motion carried. Grotegut will contact the Town of Manitowoc with intersection recommendations on Goodwin Road.

Wisconsin State MOU Update:

Grotegut updated the committee with the Memorandum of Understanding between Wisconsin Department of Transportation, Wisconsin Transportation Builders Association and the Wisconsin County Highway Association.

Discussion followed.

WIS 32 Improvements – City of Kiel Update:

Grotegut updated the committee with proposed improvements on WIS 32 in the City of Kiel. Wisconsin DOT is in the early stages of design and will be holding a public outreach meeting in fall/winter of 25. Construction is expected to start in 2029. Discussion to follow.

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 July 8th, 2025 through July 29th, 2025.

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

Next Meeting Date

September 9th, 2025

Adjournment

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

Meeting adjourned at 5:30 p.m.

Submitted by:

Gregory M. Grotegut

Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: September 9th, 2025
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 August 12th, 2025 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. Jebadiah Sippel – Action on change of access use in controlled access.
4. CTH LS – Action on High-Risk Rural Road Program.
5. CTH V - I-43 to Semi Drive– Action on project proposal.
6. Proposed 2026 Highway Budget
7. Proposed 2026 Airport Budget
8. Bridge funding update
9. Personnel update
10. Brine-Commodity building update
11. Overtime Report
12. Vouchers
13. Next Meeting Date: October 14th, 2025

Dated: September 2nd, 2025

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

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HIGHWAY COMMITTEE MINUTES

September 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 September, 2025.

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

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

Excused:

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

Approval of Minutes: Supervisor Engelbrecht made a motion to approve the minutes from the August 12th, 2025 meeting, seconded by Supervisor Phipps. Motion carried.

Regular Business:

(Public Comment): None

Jebadiah Sippel access change of use request

Commissioner Grotegut provided the committee with a map that showed the location of Mr. Sippel's request for a change of use from a farm field access to a home access. Discussion to followed. A motion was made by Supervisor Maresh, to approve the request to change the access type of use, seconded by Supervisor Phipps. Motion carried.

CTH LS – Action on High-Risk Rural Road Program

Commissioner Grotegut provided the committee with the High Risk Rural Road Program to improve asphalt pavement, signage, rumble strips on CTH LS. This project would be a 90% federal cost share and 10% local cost share. Grotegut will return with more information next meeting with cost savings due to a project proposed in 2026 in the same location.

CTH V I-43 Semi Drive -Action on project proposal

Commissioner Grotegut provided the committee with comments from the PIM meeting that was held on August 26th. Comments included to start after July 4th holiday. Grotegut described the differences in timing and cost with installing asphalt verses concrete. Discussion followed. Motion made by Supervisor Engelbrecht to proceed with asphalt option. Seconded by Supervisor Maresh. Motion carried.

Proposed 2026 Budget

Grotegut updated the committee with the proposed 2026 budget sheet, five-year proposed projects and the 17-year plan. Grotegut explained the past benefits of having an aggressive paving and chip sealing program and how that reflects the General Transportation Aid's the county receives. Discussion followed.

Proposed 2026 Airport Budget

Grotegut updated the committee with the proposed 2026 Airport budget along with and the costs to keep our airport projects moving forward. These projects include the fuel monitoring system, drainage study and master plan. Grotegut discussed possible larger equipment costs in 2027. Discussion followed.

Bridge update

Grotegut updated the committee with the current bridges that were below the sufficiency rating that are no longer

on the eligibility list. Grotegut shared a letter sent to WCHA and DOT in regards to this issue. Bridges maybe eligible if they have an engineering study performed. Grotegut informed the committee that JT Engineering is performing these studies for two of the bridges. This does not guarantee they will be in the next cycle.

Personnel

Grotegut updated the committee with the employee retention issues. Grotegut has met with Bob Ziegelbauer and personnel on this issue. Grotegut is working with personnel to come up with a solution. Discussion followed.

Brine- Commodity building update

Grotegut updated the committee that the footings are in and the contractor is working on rebar and placing wall forms.

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 August 5th, 2025 through September 2nd, 2025. Supervisor Engelbrecht made a motion to approve the vouchers, seconded by Supervisor Schiesl. Motion carried.

Next Meeting Date

October 14th, 2025

Adjournment

Supervisor Maresh made a motion to adjourn, seconded by Supervisor Engelbrecht. Motion carried. Meeting adjourned at 4:49 p.m.

Submitted by:
Gregory M. Grotegut
Highway Commissioner



MANITOWOC COUNTY
LOCAL ROAD IMPROVEMENT PROGRAM
MUNICIPAL STREETS ROAD IMPROVEMENT
MEETING NOTICE.

DATE: October 2nd, 2025
TIME: 10:00 a.m.
PLACE: Manitowoc County Highway Department
3500 STH 310
Conference Meeting Room
Manitowoc, WI 54220

1. Roll Call.
2. 2026-2027 Municipal Street Improvement Program (MSI) Overview – provided by Highway Commissioner.
3. Election of 2026-2027 County Municipal Street Improvement Committee (CMSIC) Chair.
 - a. Appoint additional members of the CMSIC.
4. Review program award history.
5. Set the next meeting date.
6. Adjournment.

Dated: September 24th, 2025

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.

**MINUTES LRIP (MSILT) MEETING
MUNICIPALITIES UNDER 20,000 POPULATION
OCTOBER 2nd, 2025
10:00 a.m.**

The 2026-2027 LRIP (MSILT) meeting for municipalities under 20,000 population commenced at 10:00 a.m. on October 2nd, 2025 at the Manitowoc County Highway Department. 3500 STH 310 Manitowoc, WI 54220.

Present: The Cities or Village of Reedsville (Dennis Parsley & Jason Maertz), Kellnersville (Donald Dietrich), St.Nazianz (Gene Radder & Rebecca Abrams), Whitelaw (Megan Meyer & Jerry Linsmeier), Kiel (Ian Rolbiecki), Mishicot (Bernie Samz & Kathy Reissmann), Valders (Austin Shillcox), Francis Creek (Margaret Peroutka), Maribel (Dale Bomski) and Greg Grotegut (Manitowoc County).

Not Represented: Village of Cleveland, and City of Two Rivers.

The Highway Commissioner presented the 2026-2027 MSILT and MSID and MSIS Program updates, guidelines, requirements and funding allocations as related. The Committee was provided with the history of the program funds awarded from the 1992-1993 cycle through the 2024-2025 cycle.

The committee held discussion related to Chairperson selection. Motion made by Gene Radder (Village of St. Nazianz) to elect Margaret Peroutka (Village of Francis Creek), to be the Chairperson. Seconded by Austin Shillcox (Village of Valders), Motion carried.

The committee discussed the funding allocation for MSID, MSIS and entitlement funds. No villages/cities entertained projects within the MSID or MSIS program.

Commissioner Grotegut presented the past allocations spreadsheet. Discussion took place and Grotegut informed the committee there was a cap of 6 Village and cities to allocate the funds to.

Motion made by Gene Radder (Village of St. Nazianz) to divide the \$64,209.15 evenly amongst the 6 Villages which includes the Villages of Valders, Mishicot, Francis Creek, Reedsville, St. Nazianz and Village of Whitelaw. Seconded by Austin Shillcox. Motion carried.

* Village of Francis Creek	\$10,701.52 early SMA
* Village of St. Nazianz	\$10,701.52 early SMA
* Village of Reedsville	\$10,701.52 early SMA
* Village of Whitelaw	\$10,701.53
* Village of Valders	\$10,701.53
* Village of Mishicot	\$10,701.53
* Total Entitlement Allocation	\$64,209.15

The Commissioner showed the group how to fill out applications in LRIP WEB and informed the committee that all project applications must be submitted by November 1st, 2025.

Gene Radder (Village of St. Nazianz) made a motion to adjourn. Seconded by Austin Shillcox (Village of Valders). Meeting adjourned 10:51 am.

Submitted by:

Gregory M. Grotegut
Highway Commissioner



**MANITOWOC COUNTY
LOCAL ROAD IMPROVEMENT PROGRAM
TOWNS ROAD IMPROVEMENT
MEETING NOTICE.**

DATE: October 2nd, 2025
TIME: 2:00 p.m.
PLACE: Manitowoc County Highway Department
3500 STH 310
Conference Meeting Room
Manitowoc, WI 54220

1. Roll Call.
2. 2026-2027 Town Improvement Program (TRI) Overview – provided by Highway Commissioner.
3. Election of 2026-2027 County Towns Road Improvement Committee (CTRIC) Chair.
 - a. Appoint additional members of the CTRIC.
4. Review program award history.
5. Set the next meeting date.
6. Adjournment.

Dated: September 24th, 2025

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.

**MINUTES TRI, TRID AND
TRIS MEETING
October 2nd, 2025
2:00 p.m.**

The TRI, TRID and TRIS meeting for Townships commenced at 2:00 p.m. on October 2nd, 2025, at Manitowoc County Highway Department. 3500 STH 310 Manitowoc, WI 54220.

Present: The Towns of Centerville (Jerry Vogel), Maple Grove (Paul Hearley), Mishicot (Dean Anhalt & Connie Tesarik), Manitowoc Rapids (John Jost, Jeremy Stradal, Jessica Backus), Kossuth (Ralph Schuh), Liberty (Dustin Hammel & Rick Krueger), Manitowoc (Jeff Blahnik, Jeri Gilbert), Meeme (Dennis Graf), Newton (Denise Thomas), Cato (Jerry Linsmeier), Eaton (Rick Christel), Franklin (John Dugan), Gibson (Steven Rahmlow, Linda Herman), Schleswig (Rich Hoerth), Two Creeks (Bill Schwerma), Two Rivers (Steve Pohl, Bonnie Timm) Greg Grotegut and Gary Mueller (Manitowoc County Highway Department).

Absent: The Towns of Cooperstown and Rockland.

The Highway Commissioner updated the Committee of the Local Roads Improvement Program updates relating the 2026-27 Program Cycle and entitlement allocations along with the information regarding the TRID and TRIS applications and criteria. The Commissioner provided a spreadsheet to each township for previous year allocation. The Commissioner informed the committee that all applications must be submitted in TAS by November 1, 2025.

Rick Christel made a motion to appoint Dustin Hammel (Town of Liberty) as the Committee Chair for the next two-year term, seconded by Paul Hearley (Town of Maple Grove). Motion passed unanimously.

Commissioner Grotegut made a recommendation to the Chairperson and all the Towns to allow Town of Liberty and Town of Cato to apply for the LRIP-D and LRIP-S. Grotegut explained the circumstance these two Towns are in with Marken Road and the business traffic that it supports. He also explained that this road would likely be ranked above the others due to past denials on the same section of roadway and both Towns working together. Rick Krueger also explained the current and future expansion of the companies on this section of road. Discussion took place.

Rick Christal (Town of Liberty) made a motion to select Town of Liberty (Ranked #1) and Town of Cato (Ranked #2) to apply for the TRI -S and TRI-D funding for Marken Road and all other Towns would opt out of applying for these two funding options. Motion was seconded by Ralph Schuh (Town of Kossuth). Motion passed unanimously.

The Highway Commissioner explained the previous entitlement funding cycles and how the funds were historically divided up. He also informed everyone of the program cap of 9 Towns. Discussion took place.

Denise Thomas (Town of Newton) made a motion to select, the Towns of Eaton, Manitowoc, Meeme, Two Creeks and Town of Two Rivers to receive the evenly distributed funds for the 2026-2027 program. Seconded by Jeff Bahnik, Motion carried.

Town of Two Creeks	\$33,125.46 Early SMA
Town of Manitowoc	\$33,125.46 Early SMA
Town of Eaton	\$33,125.46
Town of Meeme	\$33,125.46
Town of Two Rivers	\$33,125.46
Total Allocation:	\$165,627.30

Denise Thomas made a motion to Adjourn, Seconded by John Jost.
Meeting adjourned at 2:43 P.M

Submitted by:
Gregory M. Grotegut
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: October 14th, 2025
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 September 9th, 2025 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. Discussion and possible action on Airport Unicom Use.
4. Discussion and possible action on CTH LS – Updated High-Risk Rural Road Program.
5. Discussion and possible action on a request for land sale at Yanda Pit.
6. Discussion and possible action on 2026 Budget Review.
7. Discussion on Fall Safety Day.
8. Overtime Report.
9. Vouchers
10. Next Meeting Date: November 11th, 2025

Dated: October 8th, 2025

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

October 14th, 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 14th day of October, 2025.

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

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

Excused:

Also Present: Commissioner Greg Grotegut, Airport Manager Bryan Barbeau, County Executive Bob Ziegelbauer, County Board Chairman Tyler Martell and Don Kiel.

Approval of Minutes: Supervisor Englebrecht motion to approve the minutes pending changes to the incorrect name on the “call the meeting to order” Supervisor Behnke called the September 9th meeting to order. Commissioner Grotegut will make these changes. Seconded by Supervisor Phipps.

Regular Business:

(Public Comment): Don Kiel provided the committee with his background in Aviation. He went on to explanation how other airports use Unicom. Mr. Kiel asked that the Manitowoc Airport starts communicating more with pilots on Unicom.

Discussion and possible action on Airport Unicom Use

Grotegut presented the FAA Advisory Circular Dated 6/6/23 section (9.3). It states the following “UNICOM operators are not required to communicate with pilots, and if they do, there are no standards for the information conveyed”. Grotegut also presented the Code of Federal Regulations title-47/chapter-I/subchapter-D/part-87 Subpart G. (Scope of Service). Bryan Barbeau Airport Manager explained to the committee what we currently relay on the Unicom and potential liability issues. Bryan recommended following FAA Advisory and Code of Federal Regulations. Discussion took place. A motion by Supervisor Englebrecht to keep following FAA Advisory and the Code of Federal Regulations. Seconded by Supervisor Schiesl. Motion carried.

Discussion and possible action on CTH LS – Action on High-Risk Rural Road Program

Grotegut presented the committee with the updated estimates for the project. He explained that this program is a 90% federal funded program and 10% local funds. Grotegut explained the project design would happen in 2027 and construction would start in 2028 or 2029. Discussion took place. Supervisor Maresh made a motion to move forward with the project. Seconded by Supervisor Phipps. Motion carried.

Discussion and possible action on request for land sale at Yanda Pit

Commissioner Grotegut provided the committee with a request to purchase land at Yanda pit off CTH Q. Grotegut also stated the current renter may not renew the land lease for 2027. Discussion took place. Supervisor Maresh made a motion not to sell the property. Seconded by Supervisor Engelbrecht. Motion carried. Abstained by Mathew Phipps.

Discussion and possible action on proposed 2026 Budget

Supervisor Behnke asked the committee to ask any questions related to this budget at this time. Grotegut explained how all roads are rated and how they are selected for construction. He also explained how LRIP CHI, CHI-D and CHI-S funding sources will fit into the 26 and 27 budgets. Grotegut explained how staying on a consistent replacement program help maintain General Transportation Aids funds. Discussion took place from all Supervisors on the revenue sources bonds verses sales tax. County Executive Bob Ziegelbauer gave an explanation on revenues. Discussion continued.

Discussion on Fall Safety Day

Commissioner Grotegut updated the committee with the fall safety agenda and rodeo which will be held on November 6th and 7th. He also explained that the week of November 3rd will be the first week of winter hours.

Overtime Report

The committee reviewed the Overtime Reports. Grotegut explained he has no concerns and stated the remaining balance in the account.

Vouchers

The committee reviewed the vouchers dated September 9th, 2025 through October 7th, 2025. Supervisor Schiesl made a motion to approve the vouchers. Seconded by Supervisor Phipps. Motion carried.

Next Meeting Date

November 11th, 2025

Adjournment

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

Meeting adjourned at 5:13 p.m.

Submitted by:
Gregory M. Grotegut
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: November 11th, 2025
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 October 14th, 2025 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. Move Speed Limit Reduction Signs on CORD K approaching Kellnersville. (TSC Recommendation)
4. Broadwind Heavy Fabrication, Inc. Sublease.
5. Request for "No Jake Brake signs" at Q and Kingsbridge.
6. Update on Brine facility – commodity storage building.
7. 2026 Winter Highway Conference January 13th -15th.
8. Overtime Report.
9. Vouchers.
10. Next Meeting Date: December 9th, 2025.

Dated: November 3rd, 2025

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.

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HIGHWAY COMMITTEE MINUTES

November 11th, 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 11th day of November, 2025.

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

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

Excused: Supervisor Matthew Phipps

Also Present: Commissioner Greg Grotegut, County Executive Bob Ziegelbauer, and Daniel Rush, Broadwind Heavy Fabrication Inc.

Approval of Minutes: Supervisor Engelbrecht, made a motion to approve the minutes from the October 14th 2025 meeting, seconded by Supervisor Schiesl. Motion carried.

Regular Business:

(Public Comment): None

Move Speed Limit Reduction Signs on CORD K Approaching Kellnersville (TSC Recommendation)

The Village of Kellnersville requested moving a 55-mph speed limit sign and advanced warning signs further east from the Village along with installing safety flags on the speed limit signs. Grotegut showed a map of the area and where signs were located. Traffic and Safety Committee recommended denying both the speed limit sign move and the additional flags. Motion was made by Supervisor Maresh to agree with the recommendations of Traffic and safety and deny the request for moving the signs and flag installation. Seconded by Supervisor Engelbrecht. Motion carried.

Broadwind Heavy Fabrication, Inc Sublease

Dan Rush explained the sublease. He explained Broadwind had sold out and a contractor plans on cutting the wind tower sections. Dan stated they have had issues with the cleanup of the some of the companies in the past. Rush stated the lease ends December 31st and he didn't think they will have it all cut up by that time. Conversation took place. Motion to approve this sublease by Supervisor Engelbrecht pending all tower cutting is to be completed in a confined area in the pit where current cutting was taking place. Also, all clean up to be completed by the end of contract date. Seconded by Supervisor Schiesl. Motion carried.

Request for “No Jake Brake signs” at Q and Kingsbridge

Grotegut explained a request from Mike Ciardo for the “No Jake Brake Signs” at the intersection on CTH Q in Kingsbridge. Grotegut, explained the locations where Mr.Ciardo is requesting the signs. Discussion took place. Motion made by Supervisor Schiesl to deny the “No Jake Brake Signs” request and seconded by Supervisor Maresh. Motion carried.

Update on Brine facility-commodity storage building

Grotegut updated on the progress of the Brine facility and showed some photos of the progress. He stated everything is on schedule. He also stated funds would be held over into 2026 to complete the paving portion around the building.

2026 Winter Highway Conference January 13th-15th

Grotegut informed the committee that this conference is held from January 13th through 15th in Lacrosse, WI at a new venue. Grotegut asked if anyone wants to attend, they should let us know.

Overtime Report

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

Vouchers

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

Next Meeting Date

December 9th,2025

Adjournment

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

Meeting adjourned at 4:19 p.m.

Submitted by:
Gregory M. Grotegut
Highway Commissioner



MANITOWOC COUNTY HIGHWAY COMMITTEE MEETING NOTICE

DATE: December 9th, 2025
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 11th, 2025 meeting minutes
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

3. CTH Q -Controlled Access Driveway Relocation Request
4. Hours of Operation
5. Personnel Update
6. Winter at a Glance Report
 - 24-25 Update from DOT
7. WisTransPortal
 - Storm Reports
 - Crash Data Review
8. Overtime Report
9. Vouchers

Next Meeting Date: January 20th, 2025.

Dated: December 2nd, 2025

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 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