

**Green County Highway Committee**  
**Meeting Minutes**  
**Monday, March 13, 2023**

The Green County Highway Committee met at 9:00 a.m. on Monday, March 13, 2023, at the Green County Highway Department located at 2813 6<sup>th</sup> Street, Monroe, WI.

**Members Present:** Chairman Harvey Mandel, Vice-Chairman Russ Torkelson, and Mark Gundlach

**Members Absent:** Secretary Jeff Williams and Kristi Leonard

**Others Present:** Commissioner Chris Narveson, Jami Thomm, John Schumacher, Eric Wild, Hector Pena, Chad Steiner, Amy Bartlett, Ellery Schaffer (Jewell Associates Engineers) and Robert Hanold (Jewell Associates Engineers)

1. Call the meeting to order.  
***Meeting called to order by Chair Harvey Mandel at 9:03 a.m.***
2. Approval of February 13, 2023 meeting minutes.  
***Motion to approve minutes made by Mark Gundlach and seconded by Russ Torkelson. Voice vote with all "ayes"; motion carried.***
3. Audit bills.  
***Motion to approve February 2023 bills in the amount of \$670,377.43 made by Mark Gundlach and seconded by Russ Torkelson. Voice vote with all "ayes"; motion carried.***
4. Reports from administrative staff.  
***General Superintendent Eric Wild reported brush cutting completed for Towns, 2023 road project price requests received from Towns, County 2023 projects consisting of CTH N starting at CTH C and ending at CTH H, CTH H starting at County Line and ending at CTH J.***  
***Patrol Superintendent John Schumacher reported on brush cutting, winter clean-up including repairing ditch/shoulder damage, will begin removing snow fence and advised the Committee of structure repairs needed for the County and State.***  
***Shop Superintendent Hector Pena reported on Shop and equipment updates.***
5. Review quotes and possibly award on bids received February 22, 2023 for Non-LRIP and LRIP hot mix asphalt.  
***The Committee reviewed the pricing received. A motion was made by Russ Torkelson and seconded by Mark Gundlach to accept the bids and to award to which ever bidder's purchase will be most advantageous to Green County, based on purchase price, job location and hauling costs. Voice vote with all "ayes"; motion carried.***
6. Review quotes and possibly on bids received February 22, 2023 for liquid asphalt.  
***The Committee reviewed pricing received from Flint Hills and Henry G. Meigs. A motion was made by Mark Gundlach to award and split purchases between both that is most advantageous to Green County. Voice vote with all "ayes"; motion carried.***
7. Review and possible action on ATV Route Applications from Green County ATV Club for the Town of Clarno.  
***The Committee reviewed an ATV Route Designation Application received from the Green County ATV Club on behalf of the Town of Clarno. Proposed ATV Route is CTH K starting at the Clarno/Jefferson Town line and ending at the Clarno Town line. A motion was made by Mark Gundlach to approve the application and seconded by Russ Torkelson. Voice vote with all "ayes"; motion carried.***

8. Discussion and possible action on request to close CTH F starting at Brodhead City limits ending at Park Road for City of Brodhead fireworks scheduled on June 24, 2023; rain date scheduled on June 25, 2023.  
***The Committee discussed the request received from the City of Brodhead to close CTH F for the City's annual fireworks. A motion was made by Russ Torkelson to approve the request and seconded by Mark Gundlach. Voice vote with all "ayes"; motion carried.***
9. Discussion and possible action on brick house to be taken over by Maintenance Department for Property Committee action.  
***Discussion was held on Property taking over the brick house being used by Human Services. A motion was made by Russ Torkelson to approve the recommendation to the Property Committee contingent on the Highway Department snow removal/mowing and need to use garage and seconded by Mark Gundlach. Voice vote with all "ayes"; motion carried.***
10. Discussion and possible action on request to close CTH C starting at CTH F to W. Coates Avenue in the Village of Monticello on May 20, 2023.  
***Discussion was held on the request to close CTH C for an annual car show. A motion was made by Mark Gundlach to approve the request and seconded by Russ Torkelson. Voice vote with all "ayes"; motion carried.***
11. Discussion and possible action on Engineer RFQ's for Bridge Projects.  
**MSA Professional Services submitted a qualification packet.**  
***Ellery Schaffer and Robert Hanold joined the meeting at this time. Discussion was held on three bridge projects. Ellery and Robert presented a PowerPoint presentation to the Committee.***  
***Ellery and Robert left the meeting at this time.***
12. Highway Commissioner report: Chris Narveson.
  - a. ***Chris provided an BIL funding update and advised of a recent WisDOT meeting he attending on the BIL.***
  - b. ***Discussion on potential land purchase for the CTH J BIL project. Per BIL rules land purchase cannot be completed prior to start date. Project scheduled for 2027.***
  - c. ***Discussion on bridge for the Town of Jefferson being put in BIL project application.***
  - d. ***Discussion on Summer Laborer rate. Will be brought to April meeting for discussion and action.***
  - e. ***Discussion on RFP for New Glarus Shop.***
  - f. ***Discussion on accident rates on ATV/UTV (.067%) and automobiles (2.05%).***
13. Next scheduled meeting date is Monday, April 10, 2023 at 9:00 a.m.
14. Adjourn.  
***A motion was made by Mark Gundlach to adjourn the meeting and seconded by Russ Torkelson. Motion Carried.***