

Green County Highway Committee Meeting Minutes

Monday, April 11, 2022

The Green County Highway Committee met at 9:00 a.m. on Monday, April 11, 2022 at the Green County Highway Department located at 2813 6th Street, Monroe, Wisconsin.

Members present were: Chairman Harvey Mandel, Vice-Chairman Russ Torkelson, Secretary Jeff Williams, Kristi Leonard and Mark Gundlach

Others present were Commissioner Chris Narveson, Jami Thomm, Chad Steiner, Eric Wild, Hector Pena, John Schumacher, Amy Bartlett and Devin Flanigan (Keller, Inc.)

Chairman Harvey Mandel called the meeting to order at 9:07 a.m.

The agenda was accepted as submitted.

A motion to approve the minutes from the March 14, 2022, meeting was made by Kristi Leonard and seconded by Jeff Williams. Voice vote with all "ayes"; motion carried.

The Committee audited bills. A motion was made by Mark Gundlach and seconded by Russ Torkelson to approve the bills for the amount of \$268,630.87 for the month of March. Voice vote with all "ayes"; motion carried.

Discussion was held on offering brush cutting and tree trimming for Local Municipalities at a discounted rate for seven (7) day commitments in the winter of 2022/2023, the Committee made no objections to the proposed services if County is snow plowing.

Shop Superintendent Hector Pena reported on the dura patcher delivery is scheduled for the week of April 18, prepping equipment for summer months, equipment updates and provided details of the mock OSHA audit report that was conducted on the Shop buildings.

General Superintendent Eric Wild reported on crack sealing being performed and in the process of completing work orders for Local Municipalities.

Patrol Superintendent John Schumacher reported on ditch work being performed and snow fence removal pending weather.

Office Manager Amy Bartlett reported on the books being closed but no final numbers available at this time. Amy reported on the non-lapsing general fund of \$3.1 million, \$224,000 in Administration, \$1.66 million in Machinery Fund balance. Reported on Shop Operations overhead rate lowered 10% in 2021.

The Committee reviewed a request received from Monticello Lions Club to close a portion of CTH C on May 21, 2022, for annual car show. A motion was made by Russ Torkelson to approve the request and seconded by mark Gundlach. Voice vote with all "ayes"; motion carried.

The Committee reviewed a request from the Monticello PTO to use sections of CTH EE on July 9, 2022. A motion was made by Jeff Williams to approve the request and seconded by Kristi Leonard. Voice vote with all "ayes"; motion carried.

The Committee reviewed a request from Brazen Dropouts Cycling team for use of County Roads for a road race on August 7, 2022. No action.

A motion was made for four employees to attend the WCHA Summer Road School in June with an overnight stay by Russ Torkelson and seconded by Mark Gundlach. Voice vote with all "ayes"; motion carried.

Highway Commissioner Chris Narveson provided information on the following items:

- a. Announced the approved WisDOT Town Road Improvement (TRI) Discretionary and Supplemental Program projects.
- b. Discussion on the WisDOT Bipartisan Infrastructure Law (BIL) advising on engineer costs.
- c. Advised the Committee on Mechanic resignation.

Devin Flanigan with Keller, Inc. joined the meeting at this time. Devin discussed the results of the site bore tests performed. Discussion was held on the site development consisting of preliminary testing and building phases.

Chairman Harvey Mandel stated the purpose for closed session; that purpose being, considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, pursuant to Wisconsin State Statutes 19.85(1)(c). Discussion and possible action on moving Skilled Laborer to Semi-Skilled Laborer.

A motion was made by Kristi Leonard and seconded by Jeff Williams to go into closed session. Motion carried unanimously.

A motion was made by Mark Gundlach and seconded by Russ Torkelson to reconvene to open session. Motion carried unanimously.

A motion was made by Jeff Williams and seconded by Kristi Leonard to move a Skilled Laborer to Semi-Skilled Laborer. Motion carried unanimously.

The next scheduled meeting date is May 9, 2022, at 9:00 a.m.

A motion to adjourn was made by Jeff Williams and seconded by Mark Gundlach. Voice vote with all "ayes", motion carried.

Jeff Williams
Secretary