

# Green County Highway Committee Meeting Minutes

**Monday, July 12, 2021**

The Green County Highway Committee met at 9:00 a.m. on Monday, July 12, 2021 at the Green County Highway Department located at 2813 6<sup>th</sup> 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, James Wyss, John Schumacher, and Eric Wild.

Chairman Harvey Mandel called the meeting to order at 9:00 a.m.

The agenda was accepted as submitted.

A motion to approve the minutes from the June 14, 2021 meeting was made by Russ Torkelson and seconded by Mark Gundlach. The motion carried.

The Committee audited bills. A motion was made by Jeff Williams and seconded by Mark Gundlach to approve the bills for the amount of \$866,925.99 for the month of June. The motion carried.

The Committee met with Stephanie King at the Green County Advocacy Center for a tour and building maintenance was discussed.

Patrol Superintendent John Schumacher reported the Patrolmen are finishing state mowing and will begin bridge inspections.

Shop Foreman James Wyss reported on new equipment, prepping for chip sealing and equipment has been placed on WI Surplus Online Auction.

General Superintendent Eric Wild reported that chip sealing has begun.

The Committee discussed the WCHA-LDG annual Superintendent and Foreman's Conference scheduled for September 14-16 in Wisconsin Dells. A motion was made by Jeff Williams and seconded by Kristi Leonard to send four supervisors to the conference. The motion carried.

The Committee reviewed a request a driveway variance less than 250' ordinance at the intersection of W. 2<sup>nd</sup> Avenue and CTH N. There is adequate sight distance. A motion was made by Mark Gundlach to approve the variance and seconded by Russ Torkelson. The motion carried.

Discussion was held on the Insight FS contract received for 9/1/21 through 4/30/22 and a motion was made by Russ Torkelson to approve the prepay option and seconded by Kristi Leonard. The motion carried.

Highway Commissioner Chris Narveson provided information on the following items:

- a. Chris advised the Committee the Property Committee is requesting an evening meeting. A special meeting will be scheduled to take place at the Highway Department. The Committee tentatively scheduled a meeting date of Tuesday, June 20, 2021.
- b. Chris reported the road locations scheduled to be paved in 2021.
- c. Chris advised the Committee of his recent WEKZ radio spot.

The Committee reviewed the proposed Confidential Administrative Assistant reclassification to Administrative Specialist and discussion was held. A motion was made by Russ Torkelson to approve the reclassification and seconded by Mark Gundlach. The motion carried.

There was no guest visitor.

The next scheduled meeting date is August 9, 2021 at 9:00 a.m.

A motion to adjourn was made by Jeff Williams and seconded by Mark Gundlach. The motion carried.

Jeff Williams  
Secretary