

Green County Highway Committee
Meeting Minutes
Monday, September 11, 2023

The Green County Highway Committee met at 9:00 a.m. on Monday, September 11, 2023, at the Green County Highway Department located at 2813 6th Street, Monroe, WI.

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

Others Present: Commissioner Chris Narveson, Jami Thomm, John Schumacher, Eric Wild, Chad Steiner

1. Call the meeting to order.
Meeting called to order by Chair Harvey Mandel at 9:02 a.m.
2. Approval of August 14, 2023 meeting minutes.
Motion to approve minutes made by Kristi Leonard and seconded by Jeff Williams. Voice vote with all "ayes"; motion carried.
3. Audit bills.
Motion to approve August 2023 bills in the amount of \$812,218.78 made by Kristi Leonard and seconded by Jeff Williams. Voice vote with all "ayes"; motion carried.
4. Reports from administrative staff.
General Superintendent Eric Wild provided an update on paver patching.
Patrol Superintendent John Schumacher provided updates on bridge and culvert projects.
Engineer Tech Chad Steiner provided a CDL training update.
5. Discussion and possible action on updating County Code Title 2, Highway Access, Additional Requirements.
Discussion was held on revising 3-6-5-6: B to increase the minimum to 30 feet requirement and increasing permit fees. Deferred to October 2023 meeting.
6. Review and possible action on request for 'Hidden Driveway' sign on CTH A.
Discussion was held. Highway Department personnel to review request and bring to the October meeting.
7. Review and possible action on Annual Resolution granting Municipal Bridge Construction Aid to Local Governments.
The resolution was reviewed. A motion was made by Kristi Leonard to approve the resolution in the amount of \$85,438.47 and seconded by Jeff Williams. Voice vote with all "ayes"; motion carried.
8. Discussion and possible action on purchasing Frost Solution weather stations.
Discussion was held on purchasing two weather stations. A motion was made by Russ Torkelson to approve the purchase up to \$6,000.00 and seconded by Jeff Williams. Voice vote with all "ayes"; motion carried.
9. Discussion and possible action on architect proposals for outlying shop.
Discussion was held. No action.
10. Discussion and possible action on temp cleaning companies.
Discussion was held on the need for temporary maintenance and allowing Highway Personnel overtime to assist after hours. No objection.

11. Update on overhead crane in Shop.
Commissioner Chris Narveson advised a second crane inspection was conducted and passed inspection. No further action needed.
12. Discussion and possible action on renewing and increasing County Wheel tax.
Discussion was held on wheel tax that expires December 31, 2023. Commissioner Chris Narveson discussed that it previously allowed four miles of construction but due to increasing rates proposes to increase wheel tax ten dollars for a total of thirty dollars. A motion was made by Kristi Leonard to renew and ten-dollar wheel tax increase and seconded by Mark Gundlach. Voice vote with all "ayes"; motion carried.
13. Review request received to close section of CTH C from East Lake Avenue to West Coates Avenue in Monticello on October 14, 2023, for a Fire Department fundraiser.
Motion made by Russ Torkelson to approve the CTH C closure request and seconded by Jeff Williams. Voice vote with all "ayes"; motion carried.
14. Discussion and possible action on proposed 2024 Highway Department budget.
The Committee discussed and reviewed the Commissioner's proposed 2024 budget. Commissioner Chris Narveson discussed construction, wages and equipment details. A motion was made by Mark Gundlach to approve the proposed budget and seconded by Jeff Williams. Voice vote with "ayes"; motion carried.
15. Highway Commissioner report: Chris Narveson.
16. Exit Interview.
One exit interview was reviewed.
17. Statement of Purpose for Closed Meeting given by Chairman Harvey Mandel: 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 regarding performance and certain other issues relating to Highway management level employees, and consider request to Personnel and Labor Relations Committee that one Semi-Skilled Laborer be promoted to Skilled Laborer.
18. Motion to enter into closed session, roll call vote required unless unanimous.
Motion was made by Jeff Williams to go into closed session and seconded by Russ Torkelson. The motion was unanimous.
19. Motion to reconvene to open session for discussion and possible action on items discussed in closed session.
A motion was made by Kristi Leonard to reconvene into open session and seconded by Jeff Williams. Motion carried unanimously.
A motion was made by Russ Torkelson approve the promotion of Semi-Skilled Laborer from Schedule 2, Grade 74, Step 3 to Schedule 2, Grade 75, Step 3. Voice vote with all "ayes"; motion carried.
20. Next scheduled meeting date is Monday, October 9, 2023, at 9:00 a.m.
21. Adjourn.
A motion was made by Jeff Williams to adjourn the meeting and seconded by Russ Torkelson. Voice vote with all "ayes"; motion carried.