

Green County Highway Committee Meeting Minutes

Monday, October 11, 2021

The Green County Highway Committee met at 9:00 a.m. on Monday, October 11, 2021 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, Amy Bartlett, John Schumacher, Kevin Bernet, Tina Redington (Green County ATV Club), Richard Wyttenbach (Green County ATV Club) and Craig Shager (Green County ATV Club).

Chairman Harvey Mandel called the meeting to order at 9:01 a.m.

The agenda was accepted as submitted.

A motion to approve the minutes from the September 13, 2021 meeting was made by Russ Torkelson 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 \$1,423,613.99 for the month of September. Voice vote with all "ayes"; motion carried.

Patrol Superintendent John Schumacher reported Patrolmen have started installing snow fence.

Commissioner Chris Narveson reported Shop Foreman's Jim Wyss resignation effective October 8, 2021. Kevin Bernet will be acting as the interim Shop Foreman. Chris introduced Kevin to the Committee. Kevin reported on the Cruze Air with a current solenoid issue.

Office Manager Amy Bartlett reported that administrative training has begun for TimePlus.

Discussion was held on Ordinance 21-0601 specifically regarding Section 8-2-5, B-8 regarding mailing notices to property owners. The Green County ATV Club is proposing amending section B-8 to replace current language with public legal posting of proposed routes at local Municipal posting locations. A motion was made by Kristi Leonard to approve the proposed amendment and seconded by Mark Gundlach. Voice vote with all "ayes"; motion carried. Tina Redington, Richard Wyttenbach and Craig Shager left the meeting at this time.

The Committee reviewed driveway variances on CTH X for a shared drive and residential driveway. A motion was made by Kristi Leonard to approve the variance and seconded by Mark Gundlach. Voice vote with all "ayes"; motion carried.

The Committee discussed brush and tree cutting for local municipalities again during the winter months to charge labor only for full crew brush cutting operations. No action.

Discussion was held regarding a request received from Bug Tussel Wireless to store fiber and conduit material at the Highway Department. Chris Narveson to obtain a proof of liability coverage from Bug Tussel Wireless.

The Committee reviewed the 2022 State DOT Route Maintenance Agreement and discussion was held. A motion was made by Russ Torkelson and seconded by Mark Gundlach to approve the signing the agreement. Voice vote with all "ayes"; motion carried.

Discussion was held on replacing an overhead door located in the Wash Bay. A motion was made by Kristi Leonard to approve the purchase and seconded by Mark Gundlach. Voice vote with all "ayes", motion carried.

Discussion was held on replacing two pick-up trucks. No action.

Chris Narveson provided the Committee with a handout proposing a reclassification and pay scale for the Mechanic and Shop Superintendent positions. Discussion was held and the pay scale was amended. A motion was made by Russ Torkelson to approve the reclassification and pay scale as amended and seconded by Jeff Williams. Voice vote with all "ayes"; motion carried.

Highway Commissioner Chris Narveson provided information on the following items:

- a. Request received from Town of Albany for Highway Department Personnel to conduct Paser ratings and submission to the WisDOT. No objections.
- b. Discussion on LTE Maintenance position.
- c. Chris advised the Committee of the scheduled 2022 Winter Road School scheduled for January 18 – 19 at the Chula Vista in Wisconsin Dells.
- d. Chris provided a follow-up on an accident that occurred at the intersection of STH 11 and CTH GG.

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 Wis. Stats. §19.85(1)(c). Discussion regarding Shop Foreman position and consider request to Personnel and Labor Relations Committee that two Laborers be promoted to Semi-Skilled.

A motion to enter into closed session was made by Mark Gundlach and seconded by Kristi Leonard. Voice vote with all "ayes"; motion carried.

A motion to reconvene into open session was made by Kristi Leonard seconded by Russ Torkelson. Voice vote with all "ayes"; motion carried.

A motion was made by Mark Gundlach to promote Matt Rhoe from Grade 73, Step 4 to Grade 74 Step 4 and Justin Stegall from Grade 73, Step 2 to Grade 74, Step 2 from Laborer to Semi-Skilled and Kevin Bernet to interim Shop Foreman at Foreman II, Step 7, retroactive September 27, 2021 and seconded by Jeff Williams. The motion carried and requests will be made to the Personnel and Labor Relations Committee.

The next scheduled meeting date is November 8, 2021 at 9:00 a.m.

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

Jeff Williams
Secretary