

December 12, 2011

The regular meeting of the Highway Committee was called to order by Vice Chair Alma Hedberg at 9:00 AM on Monday, December 12, 2011. The requirements of the Open Meeting Law were certified as being met.

Present: Alma Hedberg
Don Peters
Paul Schwandt (10:35)

Absent: Eugene Henke

Others Present: Robert Podgorski, Highway Commissioner
Becky Pence, Administrative Assistant
Mike Exford, Mead & Hunt
Keith Nikolay, Ayres Associates
Chris Blum, SEH
Matt Bronson, DOT
Scott Fenedael, Energy Solutions Partners
John Selsing, Corporate Counsel
Marge Bostelmann, County Clerk
Duane Prachel, County Superintendent

Agenda

Motion/second (Peters/Hedberg) to approve the Agenda. Motion Carried.

Minutes

Motion/second (Peters/Hedberg) to approve the meeting Minutes of November 14, 2011; December 5, 2011; December 7, 2011; and December 8, 2011. Motion Carried.

Public Comments None

Correspondence None

Appearances

Mike Exford of Mead & Hunt would like to be on our Engineering Short List for upcoming projects.

Keith Nikolay of Ayres Associates thanked committee members for the On-Call Engineering Services and would like an extended contract for another year for staking out the road roadway and Badger Mining horizontal curve for sight distance.

Chris Blum of SHE thanked the committee members for the CTH D White River Bridge Project.

Matt Bronson of DOT presented and explained the 2012 Routine Maintenance Agreement.

Scott Fenedael of Energy Solutions Partners spoke about the fuel market.

Monthly Vouchers

Motion/second (Peters/Hedberg) to approve the vouchers in the amount of \$110,567.15. Motion Carried.

Commissioner's Report

Robert Podgorski reported the crew harnessed trucks and graders; snow fenced state and county; tree clean-up; chipping brush; patched county roads; and worked on State wayside. Crash data consisted of 34 deer, 8 other, 6 weather, and 6 county damage reports.

DOT Request for Services

Matt Bronson, DOT presented the 2012 State Routine Maintenance Agreement (RMA), and explained Budget remained about the same. Green Lake County will see a 1.4% increase from last year
Motion/second (Peters/Hedberg) to approve and sign the DOT Routine Maintenance Agreement. Motion Carried.

Equipment Analysis

The Committee reviewed the Equipment Analysis Report.

Financial Reports-Accounts Receivable, Expenditures, and Revenues

The Committee reviewed the November Financial Reports for Highway.

Highway Improvement Plan

Discussion was held on the 6 year Highway Improvement Plan (2012-2017).

Railroad Consortium

Peters requested to be informed on the next meeting which is held in January 2012.

Fuel

Discussion was held on the fuel market. A locked in price amounts to a .01 increase in gasoline from last year, and .28 increase in diesel from last year. For approximately \$2,000 we can have a one time option to reprice on diesel if the pricing is lower between January and March of 2012.

Motion/second (Peters/Schwandt) to approve locking in on gas and diesel with a one time reprice option on diesel between January and March of 2012. Roll Call Vote – 3 ayes, 0 nays, (1) absent (Henke). Motion Carried.

Filling Vacant Position – Highway Commissioner

Bostelmann explained the process of hiring. Podgorski and Henke met with Marge to review the position description. It was noted that nothing needs to be changed at this time.

Discussion was held pertaining to a stipen. Peters does not feel the need for a stipen as the Superintendents are to step up to the plate and fill in when needed.

Motion/second (Peters/Hedberg) to approve refilling the Highway Commissioner Position and Classification and to recommend to personnel to fill the position as is. Motion Carried.

Committee took a 5 minute break at 10:30.

Motion/second (Peters/Hedberg) to seat Paul Schwandt at 10:35. Motion Carried.

Field Road Review None

Closed Session

Motion/Second (Peters/Schwandt) to move into closed session under ss19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; General Laborer and State Patrolman interview results. Roll-Call Vote, 3 ayes, 0 nays, 1 absent (Henke). Motion Carried.

Resume Open Session

Motion/Second (Peters/Hedberg) to move into open session. Roll-Call Vote, 3 ayes, 0 nays, 1 absent (Henke). Motion Carried.

Announce Findings of Closed Session

Motion/second (Peters/Schwandt) to approve and forward evaluations on to personal file for Jim Seeliger, Sign Man; and Barry Mashuda, Grader. Motion Carried.

Call for Closed Session: 12:10

Motion/second (Schwandt/Peters) to move into closed session under ss19.85(1)(c) and wave the reading to discuss interview/hiring results. Roll-Call Vote, 3 ayes, 0 nays, 1 absent (Henke). Motion Carried.

Motion/second (Peters/Schwandt) to move into open session. Roll-Call Vote, 3 ayes, 0 nays, 1 absent (Henke). Motion Carried.

Announce Findings of Closed Session

Motion/second (Peters/Schwandt) to approve and hire Robert Stellmacher for the State Patrolman Position (Green Lake shop), hire date of 1/9/12; Brett Hermanson for General Laborer (Green Lake shop), and Robert Dolgner General Laborer (Green Lake shop), both for hire date of 1/23/12. Motion Carried.

Committee Discussion

Podgorski spoke about the STP Program for the Town of Kingston to delegate who gets the job. They can apply for state aid and we would have the option to pay 10%, otherwise the Township would pay 20% and state 80%. This will take 2 years, therefore should wait until the summer months.

Podgorski explained that we do bridge inspections, and they go into a deficiency pool. We apply for the STP application for the design portion only.

Consultants will need to be picked for the STP Program for CTH D from STH 73 to CTH YY by creating a short list and performing interviews in the future.

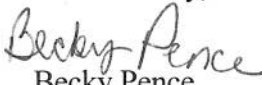
Discussion held on not contributing 20% for the township on the STP Program.

- **Future agenda items for action and discussion:**
 - **Ayres On-Call Engineering for January 2012**
 - **STP Engineering Short List for February 2012**

- **Regular meeting date: January 09, 2012 at 9:00 AM**

Adjournment

Motion/second (Peters/schwandt) to adjourn at 12:30 PM. Motion carried.

Submitted by,

Becky Pence
Secretary