Minutes of the
Dodge County Highway Committee Meeting
February 28, 2019

CALL TO ORDER: The meeting of the Dodge County Highway Committee was called to order by the Chairman at 8:30 a.m. on February 28, 2019 in the Dodge County Highway building.

ROLL CALL AND NON-COMMITTEE MEMBER COUNTY BOARD SUPERVISOR ATTENDANCE: The following members were present – Jeffrey Caine, Richard Fink, David Frohling, Jeff Berres, and William Muche. There were no non-Committee County Board Supervisors in attendance. Commissioner Brian Field, Assistant Commissioner Peter Thompson, and County Board Chairman Russell Kottke were also present. County Administrator Jim Mielke was present for part of the meeting.

PUBLIC COMMENT: There were no public comments.

APPROVAL OF THE MINUTES OF THE FEBRUARY 7, 2019 MEETING: Motion by Fink and seconded by Muche to approve the minutes of February 7, 2019 as amended. Motion carried.

COMMITTEE REPORTS:

- Highway Condition/Safety Concerns – None.

APPROVE PER DIEMS FOR FEBRUARY 6TH PUBLIC INFORMATION MEETING: Motion by Berres and seconded by Muche to approve per diems and expenses for Caine and Frohling for attending the February 6th CTH M (CTH E-CTH J) Public Information Meeting at the Emmet Town Hall. Motion carried.

COMMISSIONER'S REPORTS:

- Employee Retainage and Recruitment Update – several wage and benefit options were reviewed. No action was taken.

- Snow and Ice Control Update – Field gave an update on the recent snow and ice control events.

- Damage Report on Truck 56, Truck 61, Truck 18, and Paver 364 – Field gave an update on all fleet damage claims.

REVIEW DRAFT SALE OF EXCESS RIGHT-OF-WAY POLICY: Thompson presented a draft policy regarding disposal of excess right-of-way. No action was taken. This will be reviewed at a future meeting.

REVIEW AIRPORT FIXED BASE OPERATOR CONTRACT: The current FBO contract was discussed. No changes are being proposed.

CONSIDER, DISCUSS, AND POSSIBLY TAKE ACTION ON THE FOLLOWING:

- Eliminating an Equipment Operator Position and Creating a Maintenance II Position – Field gave an update on the efforts to secure a building maintenance technician to maintain the Juneau Highway property.

- Transfer of Hangar Lease for Lot 55 – Motion by Frohling and seconded by Fink to transfer the hangar lot lease for Lot #55 from Dennis Winkel to Rexford White. Motion carried.

UPDATE ON PETITION FOR ANNUAL CERTIFICATION ELECTION – DODGE COUNTY HIGHWAY EMPLOYEES: The Committee briefly discussed the annual certification election for Dodge County Highway employees.

CONSIDER HOSTING A LEGISLATOR VISIT: The Committee discussed various options for contacting legislators. It was agreed that members will watch for future opportunities to attend listening sessions.

TRANSPORTATION FUNDING OPTIONS AT THE STATE AND FEDERAL LEVELS: Several funding options were discussed. No action was taken.

DISCUSS CURRENT OFFICE SPACE LEASE AGREEMENT AND CONSIDER FUTURE LEASE ALTERNATIVES FOR THE MAYVILLE SHOP AT 850 MALLARD DRIVE: Advertising and marketing efforts for office leasing continue.

REVIEW VOUCHER PAYMENTS: Voucher payments were reviewed.

DETERMINE NEXT MEETING DATE AND TIME: The next meeting will be at 8:30 a.m. on March 21st in the Juneau office.

FUTURE AGENDA ITEMS: Building maintenance position, insurance claim updates, and Tyler ERP (Enterprise Resource Planning) updates.

FIELD REVIEW: There was no field review.

ADJOURN: Motion by Fink and seconded by Frohling to adjourn the meeting at 9:55 a.m. Motion carried.

Jeffrey Caine – Chairman

Richard W. Fink – Secretary

Disclaimer: The above minutes may be approved, amended, or corrected at the next Committee meeting.