

Minutes of the
Dodge County Highway Committee Meeting
August 8, 2019

CALL TO ORDER: The joint meeting of the Dodge County Highway Committee and Dodge County Finance Committee was called to order by the Highway Committee Chairman at 8:30 a.m. on August 8, 2019 in the Dodge County Highway shop located at 271 W. Lehman Street in Neosho.

ROLL CALL AND NON-COMMITTEE MEMBER COUNTY BOARD SUPERVISOR ATTENDANCE: The following Highway Committee members were present: Jeffrey Caine, Richard Fink, David Frohling, and William Muche. Jeff Berres was absent.

The following Finance Committee members were present: David Frohling, Jeffrey Caine, David Guckenberger, Thomas Schaefer, and Ed Benter.

The following non-Committee County Board Supervisor was in attendance: Larry Bischoff.

Commissioner Brian Field, Assistant Commissioner Peter Thompson, and County Board Chairman Russell Kottke were also present.

The following were present for part of the meeting: Shop Superintendent John Haase, Shop Foreman Jon Vande Berg, County Administrator Jim Mielke, Finance Director David Ehlinger, and Beaver Dam Mayor/County Board Supervisor Becky Glewen.

PUBLIC COMMENT: There were no public comments.

TOUR NEOSHO SHOP: Members of both Committees toured the building and grounds. Proposed changes were discussed and will be presented to the architect and project manager.

DISCUSS REESEVILLE SHOP REPLACEMENT PROJECT: Funding options were discussed. Finance Director Ehlinger presented several financing options. No action was taken.

ADJOURN JOINT MEETING: The joint meeting adjourned at 9:50 a.m.

RESUME HIGHWAY COMMITTEE MEETING: The Highway Committee meeting resumed at 9:51 a.m.

APPROVAL OF THE MINUTES OF THE JULY 18, 2019 MEETING: Motion by Muche and seconded by Fink to approve the minutes of July 18, 2019. Motion carried.

Dodge County Highway Committee Minutes for August 8, 2019 cont.

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

- **City of Beaver Dam Highway Repair** – Beaver Dam Mayor Glewen presented future development plans adjacent to CTH G in the City of Beaver Dam and the Town of Beaver Dam. A cost share agreement between the City of Beaver Dam and Dodge County for pavement restoration on CTH G was discussed. No action was taken.
- **Release of Highway Easement for Three Parcels on the CTH M (CTH E – CTH JM) Project** – Motion by Caine and seconded by Frohling to authorize the Commissioner to sign releases of highway easements for three parcels on the CTH M (CTH E – CTH JM) project. Motion carried.

COMMITTEE REPORTS:

- Highway Condition/Safety Concerns – There were no Committee reports.

COMMISSIONER'S REPORTS:

- **Employee Recruitment Retention Updates** – Field gave an update on a recent Utility II/Truck Driver resignation and the concerns with adequate staffing levels for the approaching winter season. This concern will be forwarded to the Human Resources Committee on August 20.

PROJECT UPDATES:

- **CTH M (CTH E – CTH JM)** – Thompson continues to purchase right-of-way and plans are being finalized for Phase I construction in 2020.
- **Deck Sealing PBM** – This performance based maintenance project started today and should be completed by August 22, weather permitting.

DISCUSS 2020 BUDGET REQUEST: Field gave an update on the 2020 budget request.

REVIEW EXISTING HIGHWAY DEPARTMENT WAGE STRUCTURE: Haase and Vande Berg gave an update on recent efforts to hire private agencies and neighboring county shops to assist with WiDOT truck inspections as well as scheduling repairs. Some progress is being made.

CONSIDER REVISING THE HIGHWAY DEPARTMENT TOOL REIMBURSEMENT POLICY: This concept was discussed. No action was taken.

FBO CONTRACT UPDATE: A representative of Wisconsin Aviation will be invited to a future meeting to discuss a potential Fixed Base Operator agreement extension.

Dodge County Highway Committee Minutes for August 8, 2019 cont.

REVIEW EXCAVATOR REPLACEMENT OPTIONS: Recent auction results for a used Gradall were discussed. Department staff will operate and inspect a used Gradall in Outagamie County and provide a report at a future meeting.

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

- **Design Contracts for the Reeseville Shop Replacement Project** – Motion by Frohling and seconded by Muche to authorize the Commissioner to enter agreements with Angus Young and Maas Brothers Construction Company for final design and budget estimates for the Reeseville Shop replacement project with a firm deadline. Motion carried.
- **Resolution for a 2019 Budget Amendment** – Motion by Frohling and seconded by Muche to approve a resolution authorizing a \$180,000 2019 budget amendment to address additional revenue and expenses for WiDOT performance based maintenance contract work.

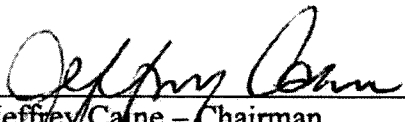
REVIEW VOUCHER PAYMENTS: Voucher payments were reviewed.

DETERMINE NEXT MEETING DATE AND TIME: The next meeting will be at 8:30 a.m. on August 22, 2019 at the Dodge County Airport.


FUTURE AGENDA ITEMS: Used Gradall purchase options, Highway Department wages and equipment repair updates, and the 2020 budget.

FIELD REVIEW: There was no additional field review.

ADJOURN: The meeting adjourned at 11:45 a.m.



Jeffrey Caine – Chairman



Richard Fink – Secretary

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