

Minutes of the  
Dodge County Highway Committee Meeting  
January 9, 2020

**CALL TO ORDER:** The meeting of the Dodge County Highway Committee was called to order by the Chairman at 8:30 a.m. on January 9, 2020 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, Finance Director Dave Ehlinger, and Office Manager Beth Narr were present for part of the meeting.

**PUBLIC COMMENT:** There were no public comments.

**APPROVE MINUTES OF THE DECEMBER 5, 2019 MEETING:** Motion by Frohling and seconded by Muche to approve the minutes of December 5, 2019. Motion carried.

**COMMITTEE REPORTS:**

- Highway Condition/Safety Concerns – The Committee discussed signage and safety concerns at the intersection of CTH K and CTH J and the intersection of STH 33 and CTH KW. Department staff will review signage.
  
- Congestion and safety concerns on STH 33 was also discussed.

**COMMISSIONER'S REPORTS:**

- Assistant Commissioner Recruitment Update – The Committee thanked Assistant Commissioner Pete Thompson for his 14 years of service to Dodge County. Field reported that recruiting efforts for an assistant commissioner are continuing.

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

- Reeseville Project Bid Review and Recommendation – The Committee reviewed all bids and alternates received for the construction of a replacement satellite shop, salt storage facility, and fuel system in Reeseville.

**RESOLUTION TO COUNTY BOARD REGARDING REESEVILLE HIGHWAY SHOP PROJECT AWARD / BUDGET / INTERNAL BORROWING:** Motion by Muche and seconded by Fink to recommend accepting the low bid package and all alternates for the Reeseville highway shop project for a total of \$3,468,317. Motion carried. A resolution will be presented to the County Board for consideration.

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**2019 SNOW AND ICE BUSINESS UNIT UPDATE:** Narr reported the estimated 2019 Snow and Ice BU 3312 expense was \$2,572,000 resulting in an approximate overrun of \$372,000. 2019 fund balance has been allocated to compensate for this anticipated expense.

**FUND BALANCE POLICY AMENDMENT DISCUSSION:** Ehlinger presented a proposed county-wide fund balance policy. No action was taken. This will be presented to the County Board at a future meeting.

**REVIEW HIGHWAY DEPARTMENT POLICY MANUAL:** The Highway Department Policy Manual was reviewed. No action was taken.

**REVIEW VOUCHER AND CREDIT CARD PAYMENTS:** Voucher payments and the December credit card payment report were reviewed.

**DETERMINE NEXT MEETING DATE AND TIME:** The next meeting will be on February 17, 2020 in the Juneau Highway office; time to be determined at a later date.

**FUTURE AGENDA ITEMS:** Sign truck quotations and fund balance policy.

**FIELD REVIEW:** There was no field review.

**ADJOURN:** The meeting adjourned at 9:45 a.m.

  
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Jeffrey Caine – Chairman

  
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Richard Fink – Secretary

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