

Minutes of the  
Dodge County Highway Committee Meeting  
February 17, 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 February 17, 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, and County Board Chairman Russell Kottke were also present. Operations Superintendent Steve Pett and Shop Superintendent John Haase were present for part of the meeting.

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

**APPROVE MINUTES OF THE JANUARY 9, 2020 MEETING:** Motion by Fink and seconded by Muche to approve the minutes of January 9, 2020. Motion carried.

**COMMITTEE REPORTS:**

- Highway Condition/Safety Concerns – There were no concerns.

**COMMISSIONER'S REPORTS:**

- Assistant Commissioner Recruitment Update – Field reported that Nathan Kempke has accepted an offer of employment for the assistant commissioner position. He is scheduled to start February 24<sup>th</sup>.

**PROJECT UPDATES:**

- Reeseville Shop – Field reported that permits are being obtained for the Reeseville project. Shop drawings and submittals are being evaluated.
- 2020 Pavement Sealing Contract – Field presented a report of three separate pavement sealing pilot programs that have been conducted on Dodge County highways. It was the consensus of the Committee that the 2020 pavement sealing contract will specify onyx frictional mastic surface treatment on approximately 20 miles of new pavement sections.

**DISCUSS TDA FLY IN ATTENDANCE ON MAY 19 AND 20, 2020:** It was decided that no one from the Dodge County Highway Commission will attend this event in 2020.

**APPROVE PER DIEMS AND EXPENSES FROM WCHA WINTER CONFERENCE:** Motion by Berres and seconded by Muche to approve the following per diems and expenses for the WCHA winter conference in Wisconsin Dells: January 13, 14, and 15 for Fink and Muche and January 14 and 15 for Caine and Frohling. Motion carried.

Dodge County Highway Committee Minutes for February 17, 2020 cont.

**2019 BUDGET FINALIZATION UPDATE:** Field reported that the accounting staff members are working extra hours learning the JD Edwards 2019 year-end accounting process as well as the 2020 startup of the Tyler/ERP process.

**2020 CHEMS TRANSITION STATUS UPDATE:** The Highway accounting staff continues to learn CHEMS procedures and the reconciliation process with CHEMS and Tyler. Training will continue.

**DISCUSS HIGHWAY PROJECT FUNDING ALTERNATIVES:** Multi-year highway improvement project planning and long-term project funding options were discussed. No action was taken. This item will be included on future agendas.

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

- Highway Department Policy Manual – Highway Department fund balance policy options were discussed. No action was taken.
- Disposal of Surplus Equipment – Haase presented the following list of surplus equipment:

- #13 1992 Mack Tandem Axle Plow Truck
- #17 1991 Mack Tandem Axle Plow Truck
- #39 1993 IH Single Axle Plow Truck
- #120 2018 Dodge Ram 1500 Pickup
- #121 2018 Dodge Ram 2500 Pickup
- #181 2011 Ford Crown Vic
- #346 1997 Attenuator
- #363 2007 Gradall
- #578 2006 Crafcro Router
- #579 2012 Crafcro Router
- #580 2005 Wacker Vibratory Compactor
- Excess obsolete small parts

Motion by Muche and seconded by Frohling to authorize the Commissioner to dispose of this equipment by public auction. Motion carried.

- Salt Shed Disposal Options at the Reeseville Shop – Pett presented information on two existing salt storage facilities and several existing building components at the Reeseville satellite shop. Motion by Caine and seconded by Muche to authorize the Commissioner to salvage these items and also dispose of them by public auction. Motion carried.

Dodge County Highway Committee Minutes for February 17, 2020 cont.

**DETERMINE NEXT MEETING DATE AND TIME:** The next meeting will be at 8:30 a.m. on March 5, 2020 in the Juneau Highway office.

**FUTURE AGENDA ITEMS:** Long-term highway improvement project funding and equipment purchase quotations.

**FIELD REVIEW:** The Committee inspected the recently-purchased centerline marking truck at the Juneau facility.

**ADJOURN:** The meeting adjourned at 12:05 p.m.

---

Jeffrey Caine – Chairman

---

Richard Fink – Secretary

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