

WINNEBAGO COUNTY BOARD OF SUPERVISORS - HIGHWAY COMMITTEE

DATE: October 15, 2018

TIME: 9:00 A.M.

PRESENT: David Albrecht, Highway Committee Member  
Robert Warnke, Highway Committee Member  
Tom Egan, Highway Committee Member  
Raymond Palonen, Highway Commissioner

EXCUSED: Ken Robl, Highway Committee Chairman  
Chuck Farrey, Highway Committee Member

ALSO

PRESENT: John Fink, Assistant to the County Executive  
Rich Glen, JT Engineering

Vice Chairman Albrecht called the meeting to order at 9:00 A.M. A motion was made by Supervisor Egan, seconded by Supervisor Warnke to approve the minutes of the October 1, 2018 meeting as written. Motion carried 3-0.

Vice Chairman Albrecht asked if there was any public input on the agenda items. There was none.

Rich Glen, JT Engineering, stated that he was in attendance to update the committee on the CTH O project. Mr. Glen distributed plans and went through a presentation showing each section of the proposed design and the particular challenges they present. He stated that overall the plans are fitting well into the existing right of way, with a limited amount of property acquisition expected. Mr. Glen stated the biggest issue is the lack of drainage throughout the project limits. Commissioner Palonen recommended that Mr. Glen contact Tom Davies at Land and Water Conservation to discuss the drainage issues. Mr. Glen stated that he'll be in contact with Commissioner Palonen as they investigate the options to remedy the drainage issues. Commissioner Palonen stated that he will review the plans with McMahan Associates on the stormwater design and how it connects to the CTH O reconstruction. The next step will be to have an agreement drawn up with the four municipalities that will participate in the detention pond. Mr. Glen exited the meeting.

Commissioner Palonen informed the committee that the Bridge & Engineering Manager spends a lot of his time on WisDOT bridge related work, both doing bridge inspections and the day to day operations of the lift bridges. Mr. Palonen stated that he approached the DOT about them paying a portion of that salary to compensate for his time. After speaking with the regional office, he stated they are receptive to paying 40% of the salary by increasing our Routine Maintenance Agreement to accommodate for it. The change will not affect the Highway budget until the next budget cycle.

Commissioner Palonen and the Committee went out into the shop to inspect the first of three new tri-axle trucks that have been delivered.

Upon returning to the conference room, the following were reported as general operations:

- Commissioner Palonen distributed an outline of the Highway Department budget. As of the end of September 2018, 71.75% of the non-winter budget has been expended. There is currently \$211,000 of winter funds remaining in the budget through the end of December.
- The base coat of asphalt has been completed on the CTH R job. After the department wraps up a few smaller town jobs, the top coat of asphalt will be laid on CTH R.
- The department plans to pave the inside of the new salt shed on Racine Street and one layer of the parking lot before the hot mix plants close for the season.
- The pad for the covered storage building behind the highway facility will be completed.

Overall, Commissioner Palonen stated the Highway Department has had a very busy year, and are trying to get all of their projects done before winter arrives.

Supervisor Egan inquired about the status of a requested drainage ditch next to the Highway facility on CTH Y. Commissioner Palonen stated that after the original easement request, he spoke to Corporation Counsel Bodnar about it restricting access to Highway Department property. Nothing further has been brought forward since that time.

Supervisor Egan also questioned the status of open job positions at the Highway Department. Commissioner Palonen stated there are currently two positions open for the department they are trying to fill. He stated several candidates were offered the jobs but declined. He stated that this is a tough market with a lot of competition, so they will continue to try to fill the positions.

The next meeting of the Highway Committee is scheduled to be held on November 19<sup>th</sup>.

A motion was made by Supervisor Warnke, seconded by Supervisor Egan to adjourn. Motion carried 3-0. The meeting adjourned at 9:52 a.m.

Laura Spanbauer  
Administrative Associate