

WINNEBAGO COUNTY BOARD OF SUPERVISORS - HIGHWAY COMMITTEE

DATE: December 21, 2020

TIME: 9:00 A.M.

PRESENT: Tom Egan, Highway Committee Member
Ray Palonen, Highway Commissioner

VIA ZOOM: Robert Warnke, Highway Committee Member
Joel Rasmussen, Highway Committee Member
Chuck Farrey, Highway Committee Member
David Albrecht, Highway Committee Chairman

ALSO
PRESENT: Dan Herzberg, Graef USA
Tom Yancy, Fox River ATV

Vice Chairman Warnke called the meeting to order at 9:00 a.m. A motion was made by Supervisor Egan to approve the minutes of the November 16, 2020 meeting as written. Seconded by Supervisor Farrey and carried 4-0.

Vice Chairman Warnke asked for public input on agenda items. Mr. Yancy stated that he was in attendance regarding the ATV/UTV discussion. He thanked the committee for working with the Fox River ATV Club on these items, and listed their requests for approved routes. He also inquired how the determination is made on roads that are on county lines such as CTH H, HH, BB. Commissioner Palonen stated that any border roads have maintenance agreements with the adjoining county and are normally split in half.

Dan Herzberg, Graef USA, gave a design presentation on the CTH T/Pioneer Road project. He stated that there are no hazardous materials present and they are working with the DNR on wetland delineation. The archeological and historical studies showed no conflicts. He stated that they need to coordinate with the Larsen Drainage Board due to unsuitable soils. He reported that there are a lot of trees in the right-of-way that will need to be removed and some hills will be cut down. The timetable calls for design to be completed the end of January, and right-of-way acquisition during the spring and summer of 2021. Construction is planned for 2022. Mr. Herzberg left the meeting.

A request by the Town of Nepeuskun to add ATV/UTV routes along CTH "E", CTH "V", and CTH "M" were discussed. Commissioner Palonen stated the routes were investigated and no concerns were found. Supervisor Egan noted that between 55-60 machines recently went for a ride from Nepeuskun and Utica through Rushford and Winneconne spending money along the way. There were no issues. After discussion a motion was made by Supervisor Farrey, seconded by Supervisor Egan to approve adding CTH "E" from Meadow Brook Rd. to Porter Rd.; CTH "V" from CTH "E" to 37th Ave.; and CTH "M" from Osborne Rd. to Hiwela Trail as ATV/UTV routes. Motion carried 4-0.

A discussion was held regarding a request by the Town of Utica to include several county roads as ATV/UTV routes. Commissioner Palonen stated that during the investigation two concerns were noted. He stated that CTH "N" from STH 44 to CTH "FF" has severe vertical curves with poor visibility. He also stated that CTH "M" south of STH 44 showed over 1,000 cars per day back in 2014 and more than likely the ADT has increased since that time. For those reasons these two sections do not meet the ordinance. Supervisor Egan stated that they were told a traffic counter would be purchased to verify the ADT's. Commissioner Palonen said the traffic counter has been received but is awaiting the software to be loaded. Supervisor Rasmussen also noted that there are local roads that could be used instead. A motion was made by Supervisor Egan to approve the requested routes by the Town of Utica, except the two that Commissioner Palonen questioned. Motion died for lack of a second. Commissioner Palonen stated that once the software is loaded the timing will be critical since the traffic counter has to be left in place for one week. This will have to be done when there is no threat of snow, as a plow would destroy the unit. A motion was made by Supervisor Farrey to lay this item over until the traffic counts are completed. Supervisor Egan amended the motion to include that the town should be allowed to bring in different routes during the next month. The following were approved as ATV/UTV routes: CTH "FF" from Ripple Ave. to STH 44; CTH "FF" from Bonnie View Rd. to Mahlke Rd.; CTH "M" from STH 44 to Mountain Rd.; and CTH "N" from Mahlke Rd. to James Rd. The motion was seconded by Supervisor Rasmussen and carried 5-0.

The County Executive's draft of Capital Improvements was discussed. The only change made to 2021 is the addition of \$20,000 of funding for the Highway Department building. Commissioner Palonen stated that he met with the Facilities Director to discuss the building needs. They will hire someone to do a conceptual study. Money is also budgeted in 2023 for architectural design and 2025 for the needed improvements provided county board appropriates the funding.

The Highway Department budgets were discussed. Commissioner Palonen stated that due to the mild winter so far, as of November 30th there is \$291,612 remaining in the winter budget. There should be no need to request additional funding this year. The general maintenance budget has a balance of \$287,929 remaining as of November 30th. Any monies remaining will be used to offset the levy for next year.

The following were reported as general operations:

- Highway crews are catching up with maintenance work such as brush cutting, snow fencing and the CTH R beam guard project. The mild weather has caused less equipment revenue, but allows time for other needed projects.
- Commissioner Palonen is in the process of reviewing the RFP's for the CTH "P" project in conjunction with the Village of Fox Crossing and the City of Menasha. He is also reviewing the CTH "I" project with the City of Oshkosh. After the projects are scored they will be sent to the WisDOT to negotiate the contracts.

The next regular Highway Committee Meeting will be held on January 18, 2021.

A motion was made by Supervisor Farrey, seconded by supervisor Warnke to adjourn. Motion carried 5-0. The meeting adjourned at 10:02 a.m.

Laura Spanbauer
Administrative Associate