

June 13, 2011

The regular meeting of the Highway Committee was called to order by Chair Eugene Henke at 9:00 AM on Monday, June 13, 2011. The requirements of the Open Meeting Law were certified as being met.

Present: Eugene Henke
Alma Hedberg
Donald Peters

Absent: Ricky Perr

Others Present: Robert Podgorski, Highway Commissioner
Becky Pence, Administrative Assistant
Marge Bostelmann, County Clerk
Thomas Traxler, Jr., Adhoc Chairman
Mark Podoll, Green Lake County Sheriff
Steve Westpfahl, Hwy Shop Foreman
Tony Daley, The Berlin Journal Co
Mike Exferd, Keith Kosbau, Gary Ruchti of Mead & Hunt Inc.
Mike Williams, Dave Walker of Strand Associates
Steve Brueggeman, Bill Zippel of Benesch
Chris Blum, David Jensema of SEH
Bonnie Podgorski, Resident City of Oshkosh

Agenda

Motion/second (Hedberg/Peters) to approve the Agenda. Motion Carried.

Minutes

Motion/second (Peters/Hedberg) to approve the meeting Minutes of May 9 and May 25, 2011. Motion Carried.

Public Comments None

Correspondence

WCHA Informer. Other correspondence read by Robert Podgorski included an email for reducing the speed limit on CTH PP to 45 to be on July's agenda, and a letter to Gene Henke from Mark Podoll regarding the the May 13, 2011 traffic fatality.

Appearances

Bostelmann spoke regarding personnel issues stemming from the Adhoc meeting on May 9th which Robert Podgorski did not attend after being informed of the meeting by the Agenda which was sent out via email. When your department is on the agenda, common sense would indicate to be there.

Podgorski stated for the record that he did not know that he had to appear, but did know of the meeting and his understanding of the May 9th meeting was only addressing his vehicle. It is inappropriate to sit at a meeting while the committee is in closed session for 3 hours because of not wanting the papers to publish. Podgorski further stated no one did any research to the comments made during the May 9th meeting regarding truck washing time, Superintendent's and Shop Foreman. As far as the Highway Department, the big picture has not been looked at.

Traxler informed the Highway Committee that he wants to hear all the ideas of shaving/saving for the county.

Henke stated the first Adhoc with Highway was all about the Commissioner's vehicle. Guden was asked to be at the meeting today, but did not come.

Bostelmann indicated that if Guden appeared, the possibility of open meeting law violations may be present as it takes two people from the Adhoc Committee to be a quorum. Discussion was held regarding the open meeting law. It was noted that Guden did call indicating she would not be present if Traxler appeared because of the open meeting law violation.

Peters read the minutes of the May 9th Adhoc meeting regarding review of vehicle use. After researching the Personnel Vehicle Policy there was a motion/second by Krause/Schroeder on June 15, 2006 regarding use of county vehicles. This motion approved the Commissioner who lives 24 miles from the shop to have use of a vehicle. End of story, unless the committee wants this item on the table for recommendation to revise the Personnel Policy. Peters recommended that the policy that was put in place in 2006 remain in effect as stated.

Motion/second (Peters/Hedberg) to allow Highway Commissioner vehicle use as stated in the June 15, 2006 Personnel Policy and to forward to Adhoc Committee. Motion Carried.

Monthly Vouchers

Motion/second (Peters/Hedberg) to approve vouchers in the amount of \$143,030.39. Motion Carried.

Commissioner's Report

Robert Podgorski reported the crew worked on CTH A reconstruction; fixed various accident damage; patched county roads; started mowing county roads; shouldered various county roads; and maintained shoulders. Crash Data was 24 deer, 5 other, 0 weather and 5 county damage accident reports.

DOT Request for Services None

Findings and recommendation of Adhoc Committee

Discussion was held on the recommendation of reviewing the need for two Superintendents, and to review the job description for added responsibilities of the Shop Foreman/Stock Clerk. This will be put on the Agenda for next Highway meeting along with reviewing evaluations of Superintendents and Shop Foreman/Stock Clerk.

Safety Days, September 24, 2011

Mark Podoll explained the purpose of the annual Green Lake County Fire Association "Safety Days" which will rotate each year to different areas from Dalton to Green Lake to Berlin. This year they would like to use the highway grounds from 10:00 – 2:00 on September 24, 2011. The theme this year will be focused on wildfires/DNR, and would like the Highway Department to participate with the different safety sections by displaying different markings/signage.

CTH B & H Intersection

The Nominal Payment Parcel Report was signed & sent to Curtis Klatt.

Driveway Variances

Robert Podgorski explained the requested variance with the site distance being good.

Motion/second (Peters/Hedberg) to approve CTH KK Driveway variance per drawing for Edwin Troyer, W5080 CTH KK, Markesan, WI. Motion carried.

Robert Podgorski explained the requested variance for Bruce and Sharon Gebhardt on CTH PP. The driveway does not meet the 500' clearance, but the driveway does need to be moved to the north.

Motion/second (Peters/Hedberg) to approve CTH PP Driveway variance on the recommendation of Robert Podgorski, Highway Commissioner and Eugene Henke, Chair. Motion Carried.

Equipment Analysis

The Committee reviewed the Equipment Analysis Report.

Expenditure/Revenue/Accounts Receivable Summary Report

The Committee reviewed the April Expenditure/Revenue Summary and the Accounts Receivable Summary

Report. Discussion was held on one Invoice (#2383) dated 4/19/09 which is well over 120 days past due, and the response dated 5/26/11 from John Selsing, Corporation Counsel regarding collection. Robert Podgorski recommended the account be written off.
Motion/second (Peters/Hedberg) to write off the past due Invoice #2383 as uncollectible in the amount of \$106.39. Motion Carried.

Railroad Consortium

Ken Luecht will be at County Board Meeting 6/21/11. Discussion was held on the \$25,000 yearly contribution. Don Peters would like to see the contributions stop as the consortium has made political contributions from funds contributed. More discussion will take place on this matter in the future.

Use of County Property

Motion/second (Peters/Hedberg) to approve Land Conservation use of grounds and to approve using the forklift, Unit #100 on August 13, 2011 for the clean sweep. Motion Carried.

Motion/second (Peters/Hedberg) to approve the request of the Sheriff's Department on September 24, 2011 for Safety Days sponsored by the Green Lake County Fire Association from 10:00 am – 2:00 pm. Motion Carried.

Closed Session

Motion/Second (Peters/Hedberg) to move into Closed Session per ss19.85(1)c for Personnel Matters, Employee Evaluations. Roll-Call Vote, 3 ayes, 0 nays, (1) absent, Perr. Motion Carried.

Resume Open Session

Motion/Second (Peters/Hedberg) to move into open session. Roll-Call Vote, 3 ayes, 0 nays, (1) absent (Perr). Motion Carried.

Announce Findings of Closed Session

Committee discussed the Shop Foreman job duties with the Shop Foreman. Review of the Shop Foreman Position Description will be on July's Committee Meeting Agenda.
Motion/second (Peters/Hedberg) to approve Motion Carried.

Committee took a 10:00 minute break at 10:40.

Committee Discussion

Robert Podgorski explained a gentleman on CTH H sells vegetables and would like to put a 6-8' culvert in. This would be against the variance, and a \$400.00 charge for a variance would need to be paid for working in the right of way. Discussion was held, and will be put on the July Agenda.

Field Road Review None

Future agenda items for action and discussion:

- **Regular meeting date: July 11, 2011 at 9:00 AM**
- **PP from McConnel Road to the north to reduce speed from 55 to 45**

Motion/second (Hedberg/Henke) to adjourn for lunch and to return at 1:00 for interviewing Engineering Firms. Motion Carried.

Meeting called back to order by Chair Eugene Henke at 12:50 pm. for the purpose of interviewing Engineering Firms.

Engineering Firms

The following Engineering Firms presented their qualifications for the design and staging of CTH D White River Bridge in Green Lake County:

- Alfred Benesch,
- Mead & Hunt
- Strand Associates
- Short, Elliott, Hendrickson (SEH)

Motion/second (Peters/Hedberg) to approve Short, Elliott, Hendrickson (SEH) Engineering Firm for the CTH D White River Bridge Project with Mead & Hunt rated 2nd, Alfred Benesch rated 3rd, and Strand Associates rated 4th. Motion Carried.

Adjournment

Motion/second (Peters/Hedberg) to adjourn at 2:50 PM. Motion carried.

Submitted by,



Becky Pence

Administrative Assistant