

HIGHWAY COMMITTEE

January 12, 2026

Highway Department, 2813 6th Street, Monroe, WI

2:00 P.M.

Members Present

Russ Torkelson
Mark Gundlach
Kristi Leonard
William Burchard
Kathy Pennington

Others Present

Chris Narveson
Barry Einbeck
John Schumacher
Chad Steiner
Kevin Bernet

1. Meeting was called to order by Chair Russ Torkelson at 2:00 p.m.

2. Approval of December 8, 2025, meeting minutes.

Motion by Mark Gundlach, seconded by William Burchard, to approve the minutes. The motion was approved by voice vote, with all in favor.

3. Audit bills.

Bills were presented for audit.

4. Public comment.

No public comment.

5. Reports from administrative staff.

Highway Operations Specialist Barry Einbeck was introduced to the committee and provided a training update.

Shop Foreman Kevin Bernet reported that the paver is in the shop, durapatcher is being prepped for spring use, Unit #165 is undergoing a warranty repair, and the new lawn mower has been delivered.

Highway Superintendent John Schumacher provided updates on winter operations, maintenance, brush cutting, brine-making, and culvert inspections.

Highway Superintendent Chad Steiner updated on brush cutting and salt hauling.

6. Review and possible action on Annual Resolution Granting Municipal Bridge Construction Aid to Local Governments.

One resolution from the Town of York for \$41,824.97 was presented. Motion by Kristi Leonard, seconded by Kathy Pennington, to approve the resolution. The motion was approved by voice vote, with all in favor.

7. Discussion and possible action regarding bridge inspection fees.

No action. Item moved to the February 9, 2026, meeting.

8. Approve payment for storage on WIS 59.

Motion by Kathy Pennington, seconded by Mark Gundlach, to approve the \$1,200.00 payment. The motion was approved by voice vote, with all in favor.

9. Discussion and possible action for upgraded cameras for the Highway shop.

Discussion was held. Motion by William Burchard, seconded by Kristi Leonard, to approve the Green County IT Department quote of \$13,000.00 for upgraded cameras. The motion was approved by voice vote, with all in favor.

10. Discussion and possible action for utility poles in the right-of-way on CTH M.

Discussion was held. Motion by William Burchard, seconded by Kathy Pennington, to keep the utility poles in the county right-of-way. The motion was approved by voice vote, with all in favor.

11. Discussion and possible action for the purchase of new pressure washers for the Monroe shop.

Discussion held. Motion by William Burchard, seconded by Mark Gundlach, to approve the purchase of two pressure washers for the Monroe shop at \$12,000.00 each. The motion was approved by voice vote, with all in favor.

12. Discussion on the need for a new brine building.

Discussion held. Motion by William Burchard, seconded by Mark Gundlach, to move the request to the Property, Parks & Insurance Committee. The motion was approved by voice vote, with all in favor.

Kathy Pennington left the meeting at this time.

13. Discussion and possible action to consider employees to attend Etnyre training and seminar in March or April with an overnight stay.

Discussion was held. Motion by Kristi Leonard, seconded by Mark Gundlach, to approve four personnel to attend the training and seminar with one overnight stay. The motion was approved by voice vote, with all in favor.

14. Highway Commissioner's Report: Chris Narveson

a. Advised that the Traffic Safety Commission recommends speed studies when decreasing speed limits. Discussed purchasing a radar that records speeds and other useful data.

b. Reminder of the WCHA Winter Highway Conference.

15. Statement of Purpose for Closed Meeting given by Chairman Russ Torkelson: that purpose being, considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, under Wis. Stats. § 19.85 (1)(c)—specifically, discussion on promoting one employee from Foreman I to Foreman II.

16. Motion to enter into closed session, roll call vote required unless unanimous.

Motion by William Burchard, seconded by Kristi Leonard, to enter into closed session. The motion was made unanimously.

17. Motion to reconvene to open session for discussion and possible action on items discussed in closed session.

A motion was made by Mark Gundlach, seconded by William Burchard, to reconvene to open session. The motion was approved by voice vote, with all in favor.

Motion by Mark Gundlach, seconded by William Burchard, to approve the promotion of G.H. from Highway Foreman I to Highway Foreman II. The motion was approved by voice vote, with all in favor.

18. Approval of audit bills.

Motion by Kathy Pennington, seconded by Mark Gundlach, to approve the December 2025 bills for \$239,471.33. The motion was approved by voice vote, with all in favor.

19. Next scheduled meeting date is Monday, February 9, 2026, at 9:00 a.m.

20. Adjourn.

Motion by Mark Gundlach, seconded by William Burchard, to adjourn. The motion was approved by voice vote, with all in favor.

**Prepared by:
Jami Stewart**

**Kristi Leonard
Committee Secretary**