

HIGHWAY COMMITTEE
Highway Department, 2813 6th Street, Monroe, WI

February 9, 2026
9:00 A.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 9:01 a.m.
2. Approval of January 12, 2026, 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.
Shop Foreman Kevin Bernet provided a shop update, reported that the new plow truck was delivered with some paint defects, and pressure washer installations.
Highway Superintendent John Schumacher provided updates on patching potholes with cold patch and brush cutting.
Highway Superintendent Chad Steiner reported that brush cutting for Towns is nearly complete, backlot inventory removal is underway, and provided a salt hauling update.
6. Review and possible action on ATV Route Applications received from the PecValley ATVers of Monticello.
The proposed ATV Routes on CTH S and CTH T from the PecValley ATVers of Monticello, on behalf of the Town of Jefferson (starting at Juda (Main Street) and ending at the Illinois/Wisconsin State line), and the Town of Spring Grove (starting at WIS 81 and ending at the Illinois/Wisconsin State line), were reviewed. Motion by William Burchard, seconded by Kristi Leonard, to approve the two applications. The motion was approved by voice vote, with all in favor.
7. Discussion and possible action bridge inspection fees change order.
Contract with revision was reviewed. Motion by Kristi Leonard, seconded by Kathy Pennington, to approve the change order to \$110,270, including the addendum No. 1. The motion was approved by voice vote, with all in favor.
8. Discussion and possible action on Transportation Resolution 3-1-26.
Discussion was held. Motion by William Burchard, seconded by Mark Gundlach, to approve the Transportation Resolution 3-1-26. The motion was approved by voice vote, with all in favor.
9. Discussion and possible action on Equipment Consultant and potential addition of facility planning.
Discussion was held. Motion by William Burchard, seconded by Kristi Leonard, to approve extending the equipment contract for one year and the facility addition for six months, with reevaluation after six months. The motion was approved by voice vote, with all in favor.
10. Discussion and possible action for the Summer Laborer posting.
Discussion was held. Commissioner Chris Narveson will follow up with Human Resources regarding the pay range. Motion by Mark Gundlach, seconded by William Burchard, to approve the job posting. The motion was approved by voice vote, with all in favor.

11. Discussion and possible action to set the date for Government Day.

Discussion was held. Motion by Mark Gundlach, seconded by William Burchard, to approve Wednesday, March 25, 2026, from 11:00 a.m. to 3:00 p.m. for Government Day. The motion was approved by voice vote, with all in favor.

12. Discussion and possible action on pricing for purchase of hoop building and shipping containers for temporary on-site storage.

Commissioner Chris Narveson provided a handout to the Committee. Discussion was held. Motion by Kathy Pennington, seconded by Kristi Leonard, to move the request to the Property, Parks & Insurance Committee. The motion was approved by voice vote, with all in favor.

13. Discussion and possible action to allow the New Glarus shop to be used for Hunter Safety trainings in March with a county employee as a sponsor.

Discussion was held. Motion by Kathy Pennington, seconded by William Burchard, to approve the use of the New Glarus shop for the training with a county employee sponsor. The motion was approved by voice vote, with all in favor.

14. Discussion and possible action on the additional costs for the CTH M bridge replacement.

Discussed management changes and WisDOT's denial of the change, resulting in the County being responsible for the 25% cost increase. Commissioner Narveson will appeal the denial. No action.

15. Highway Commissioner's Report: Chris Narveson

a. Letter from Corporate Counsel

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 Kathy Pennington, seconded by Mark Gundlach, 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 Kathy Pennington, seconded by Kristi Leonard, to reconvene to open session. The motion was approved by voice vote, with all in favor.

Motion by William Burchard, seconded by Kathy Pennington, to approve the promotion of C.A. from Senior Equipment Operator to Highway Foreman II, effective February 15, 2026. The motion was approved by voice vote, with all in favor.

18. Approval of audit bills.

Motion by Mark Gundlach, seconded by Kristi Leonard, to approve the January 2026 bills for \$326,887.76. The motion was approved by voice vote, with all in favor.

19. Next scheduled meeting date is Monday, March 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**