

**Green County Highway Committee  
Meeting Minutes  
Monday, April 10, 2023**

The Green County Highway Committee met at 9:00 a.m. on Monday, April 10, 2023, at the Green County Highway Department located at 2813 6<sup>th</sup> Street, Monroe, WI.

**Members Present:** Chairman Harvey Mandel, Vice Chairman Russ Torkelson, Secretary Jeff Williams, Kristi Leonard and Mark Gundlach

**Others Present:** Commissioner Chris Narveson, Jami Thomm, John Schumacher, Eric Wild, Hector Pena, Amy Bartlett, Ron Neuenschwander

1. Call the meeting to order.  
***Meeting called to order by Chair Harvey Mandel at 9:05 a.m.***
2. Approval of March 13, 2023 meeting minutes.  
***Motion to approve minutes made by Mark Gundlach and seconded by Jeff Williams. Voice vote with all "ayes"; motion carried.***
3. Audit bills.  
***Motion to approve March 2023 bills in the amount of \$175,293.76 made by Jeff Williams and seconded by Russ Mark Gundlach. Voice vote with all "ayes"; motion carried.***
4. Reports from administrative staff.  
***General Superintendent Eric Wild reported on preparing Town road estimates and discussed spring and summer construction projects.***  
***Patrol Superintendent John Schumacher provided an update on snow fence removal advised the Committee of structure repairs/replacement schedules for the County and State.***  
***Shop Superintendent Hector Pena reported on Shop and equipment updates.***
5. Discussion and possible action on sending employees to WCHA Summer Road School on June 5 – 7, 2023.  
***Discussion was held. A motion was made by Russ Torkelson to send four employees with two overnight stays and seconded by Jeff Williams. Voice vote with all "ayes"; motion carried.***
6. Discussion on engine braking regarding County Highways.  
***Discussion was held on complaint received regarding CTH C near Attica. No action.***
7. Discussion and clarification on ATV/UTV route considerations.  
***Discussion was held on ATV/UTV signage, route determination and amending existing application. General Superintendent advised that traffic counters will be placed in the Town of Exeter on the County Highways listed in the applications received.***
8. Review request received from Dana Olson on behalf of the Monticello PTO for use of sections of County Road EE on Saturday, July 8, 2023, for 5K Pony Trot.  
***The Committee discussed the request received from the Monticello PTO to use CTH EE for the annual 5K Pony Trot. A motion was made by Russ Torkelson to approve the request and seconded by Mark Gundlach. Voice vote with all "ayes"; motion carried.***
9. Review and possible action on ATV Route Applications received from Green County ATV Club for the Town of Decatur and Sugar River ATV Club for the Town of Exeter.
10. ***The Committee reviewed an ATV Route Designation Application received from the Green County ATV Club on behalf of the Town of Decatur and Sugar River ATV Club for the Town of Exeter. Proposed ATV Route for the Town of Decatur is CTH FF starting at the***

**Decatur Town line (Decatur-Sylvester Road) and ending at CTH F. Proposed ATV Routes for the town of Exeter is CTH CC starting at the Village of Belleville limits and ending at the Mt. Pleasant and Exeter Town line, CTH D starting at STH 92 North and ending at Dane/Green County line, CTH D starting at STH 92 South and ending at Mt. Pleasant/Exeter Town line, CTH W starting at Schilt Road and ending at New Glarus Town line (Argue Road), and CTH X starting at STH 92 and ending at Brooklyn Town line (Nye Road). A motion was made by Kristi Leonard to approve the applications and seconded by Jeff Williams. Voice vote with all “ayes”; motion carried.**

11. Discussion and possible action on labor rates for Skilled LTE and Summer Laborer.  
**Discussion was held. A motion was made by Kristi Leonard to approve the labor rates allowed by County schedule policy up to \$16/hour and seconded by Jeff Williams. Voice vote with all “ayes”; motion carried.**
12. Review of RFQ for Engineers and rankings.  
**Engineer Qualifications were received from Ayres Associates, Jewell Associates and MSA-PS for three bridges being replaced. Discussion was held and a motion was made by Mark Gundlach to award a bridge to each Engineering firm in the following rank: 1. Ayres Associates – CTH M (Between CTH C & STH 81) Braezels Branch Bridge 2. MSA-PS – Town of York on Badger Road (Sawmill Creek) 3. Jewell Associates – Town of Exeter on Airport Road (Ward Creek) and seconded by Russ Torkelson. Voice vote with all “ayes”; motion carried.**
13. Highway Commissioner report: Chris Narveson.
  - a. **Government Day recap; want Town Patrolmen to attend future Government Days.**
  - b. **Update on CTH C bridge replacement. Ahead of schedule.**
  - c. **Engineer and land purchase update on WisDOT BIL project for CTH J.**
  - d. **Equipment budge needs review.**
  - e. **Rock County Public Works regarding construction budget.**
  - f. **Trucks needing radio replacements.**
  - g. **WisDOT has Public Involvement meeting scheduled on April 12 on STH 69 roundabout scheduled in 2026, no detour to be posted during construction.**
  - h. **Advised STH 104 accident data reviewed at March’s Traffic Safety Committee.**
  - i. **Employee Salary and Benefits Subcommittee and to audit Admin positions including Office Manager, Administrative and Engineer Tech.**
  - j. **Offer to purchase land, spoke on encroachments with property located to the East and on-site review scheduled on April 6, 2023.**
14. Next scheduled meeting date is Monday, May 8, 2023, at 9:00 a.m.
15. Adjourn.  
**A motion was made by Russ Torkelson to adjourn the meeting and seconded by Kristi Leonard. Motion Carried.**