

Green County Highway Committee
Meeting Minutes
Monday, July 10, 2023

The Green County Highway Committee met at 9:00 a.m. on Monday, July 10, 2023 at the Green County Highway Department located at 2813 6th 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, Chad Steiner, and David Parr.

1. Call the meeting to order.
Meeting called to order by Chair Harvey Mandel at 9:00 a.m.
2. Approval of June 12, 2023 meeting minutes.
Motion to approve minutes made by Mark Gundlach and seconded by Russ Torkelson. Voice vote with all "ayes"; motion carried.
3. Reports from administrative staff.
General Superintendent Eric Wild reported on Town seal coating projects and expected completion in approximate two weeks; total 95 miles of seal coating to be completed for State/County/Town in 2023, will begin paver patching upon completion of seal coating and grinding scheduled to begin in August.
Patrol Superintendent John Schumacher reported sealcoating completed on STH 59, State mowing completed and will mow a second time on County highways, provided an update on Badger Road bridge replacement.
4. Review and possible action on 2022 Highway Annual Report.
Committee reviewed 2022 Highway Annual Report and spoke on summary. A motion was made by Mark Gundlach to approve the annual report and seconded by Jeff Williams. Voice vote with all "ayes"; motion carried.
5. Discussion and possible action on Attenuator Barrels for CTH GG Salt Shed.
Discussion was held on WisDOT Salt shed located at CTH GG and STH 11/81. Commissioner Chris Narveson advised the Committee that the Traffic Safety Commission voted for attenuators in the June 2023 meeting. A motion was made by Kristi Leonard to acknowledge the safety issue and WisDOT is responsible for attenuator costs and seconded by Jeff Williams. Voice vote with all "ayes"; motion carried.
6. Discussion and possible action on 'no parking' signs on CTH N (North of CTH C).
David Parr joined the meeting at this time. Discussion was held on safety concerns with parking on CTH N. Road construction scheduled in 2023 for CTH N. Highway Department to reconstruct shoulders at the expense of Property Owner and an estimate will be provided. David Parr left the meeting at this time. A motion was made by Kristi Leonard to place temporary 'no parking' signs on CTH N on the West side of the road and request County Board action and seconded by Russ Torkelson. Voice vote with all "ayes"; motion carried.
7. Review and possible action on purchase of upfitted Tandem, Tri-axle and two Patrol chassis.
Discussion was held. A motion was made by Russ Torkelson to approve purchase of four trucks from I-State and upfitted by Monroe Truck Equipment in the total amount of \$1,305,667.00 and seconded by Mark Gundlach. Voice vote with all "ayes"; motion carried.

8. Discussion and possible action on replacing yield sign to stop sign at intersection of CTH KS and Twin Grove Road in the Town of Jefferson.
Discussion was held. A motion was made by Kristi Leonard to approve the replacement of the yield to a stop sign and request County Board action and seconded by Jeff Williams. Voice vote with all "ayes"; motion carried.
9. Discussion and possible action on Office Manager and Parts Assistant to attend WisDOT/CHEMSPRO training with two overnight stays in Stevens Point, October 18-20, 2023.
A motion was made by Mark Gundlach to approve the attendance of Office Manager and Parts Assistant to attend WisDOT/CHEMS training with two overnight stays and seconded by Kristi Leonard.
10. Review and possible action on CTH K speed reduction request.
Discussion was held on request. Traffic count will be conducted and bring to next meeting. No action.
11. Discussion and possible action on WCHA-LDG Annual Superintendent & Foremen Conference attendance with overnight stays in Wisconsin Dells, September 19-21, 2023.
Discussion was held. A motion was made by Jeff Williams to send up to four employees to the conference and seconded by Mark Gundlach. Voice vote with all "ayes"; motion carried.
12. Discussion and possible action on Propane Contract for Brodhead shop.
Discussion was held on the Insight FS contract received for 2023-2024. A motion was made by Russ Torkelson to approve the prepay option at \$1.69/gallon to purchase 1,800 gallons of propane and seconded by Jeff Williams. Voice vote with all "ayes"; motion carried.
13. Highway Commissioner report: Chris Narveson.
 - a. **Spoke to the Committee regarding road cameras to be utilized during winter weather events. Cameras also capture pavement temperatures and cost \$2,500/camera for yearly subscription. Will bring to future meeting.**
14. **Statement of Purpose for Closed Meeting given by Chairman Harvey Mandel: 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, pursuant to Wisconsin State Statutes 19.85 (1)(c). Discussion regarding performance and certain other issues relating to Highway management level employees, and consider request to Personnel and Labor Relations Committee that Parts Assistant, Administrative Specialist, Office Manager and Engineer Tech be promoted.**
15. **Motion to was made by Mark Gundlach to go into closed session and seconded by Kristi Leonard. The motion was unanimous.**
A motion was made by Jeff Williams to reconvene into open session and seconded by Kristi Leonard. Motion carried unanimously.
A motion was made by Mark Gundlach to approve promotion of Engineer Tech from Group 9, Grade 19, Step 5 increased to Schedule 2, Grade 77, Step 2; Parts Assistant from Schedule 2, Grade 72, Step 7 increased to Schedule 2, Grade 75, Step 5; and reclassification for the Administrative Specialist from Group 9, Grade 12, Step 4 increased to Grade 9, Grade 15, Step 4 effective January 1, 2024, and seconded by Kristi Leonard. Voice vote with all "ayes"; motion carried.
16. Next scheduled meeting date is Monday, August 14, 2023, at 9:00 a.m.
17. Adjourn.
Motion to adjourn made by Jeff Williams and seconded by Mark Gundlach. Motion carried and meeting adjourned.