

## **SHEBOYGAN COUNTY TRANSPORTATION COMMITTEE MINUTES**

Sheboygan County Highway Department  
1211 North 23<sup>rd</sup> St, Sheboygan, WI 53081

**January 18, 2010**

**Called to Order: 9:00 A.M.**

**Adjourned: 11:01 A.M.**

**MEMBERS PRESENT:** Mark Winkel, Richard Bemis, Mick Anic, Harold Riemer and Jerry Holub

**OTHERS PRESENT:** Greg Schnell, Chuck Mayer, Mike Vandersteen, Greg Cayon, Mike Hintz, Scott Schramm, Lee Kunze and Ann Gottowski

The Sheboygan County Transportation Committee convened at 9:00 a.m. Chairman Winkel presiding. Chairman Winkel noted that the meeting was posted on January 13, 2010 at 9:45 a.m. in the lobby of the Administration Building in compliance with the open meeting law.

It was moved by Supervisor Bemis and seconded by Supervisor Anic to approve the minutes of the December 14, 2009 Transportation Committee meeting. Motion carried.

The Committee reviewed the purchase orders. It was moved by Supervisor Bemis and seconded by Supervisor Anic to approve and sign the Payment Voucher Report for the Highway Department and Airport Department. Motion carried.

Supervisor Bemis made a motion and Supervisor Anic seconded the motion to approve a per diem for Supervisor Holub's attendance at the Towns Association meeting on Friday, January 15, 2010.

Commissioner Schnell distributed copies of the WCHA Informer.

Citizen input, none.

Airport Manager Mayer presented Sheboygan County Resolution No. 12 (2001/02) Re: Designating the Sheboygan County Memorial Airport as a U.S. Customs Service "User Fee" Airport, information on a User Fee Airport Program and Steps required for Sheboygan County Airport to Receive UFA Status to the Committee. After discussion Supervisor Anic made a motion and Supervisor Bemis seconded the motion to allow Airport Manager Mayer to proceed with obtaining a letter from the Governor's office for the support of the User Fee Airport Program. Motion carried.

Airport Manager Mayer presented a letter from Frontline Aviation, Joseph Saunders, indicating business has been thriving and profitable, student activity has been steadily increasing. Charter operations continues to be marketed, they have added an aircraft to the charter fleet and expect to see charter operations increase.

Supervisor Riemer arrived at 9:15 a.m.

Airport Manager Mayer presented an updated version of signage for Frontline Aviation. After discussion Supervisor Anic made a motion and Supervisor Bemis seconded the motion to approve the updated signage as long as it was the same size and placed in the same location as previously approved at the September 16, 2009 Transportation Committee meeting. Motion carried.

Airport Manager Mayer reported that Wisconsin Bureau of Aeronautics processed change order #2 for the purchase of a second plow truck, identical specifications and price as the plow truck the airport received on December 7, 2009. The second truck delivery is expected in late February.

Supervisor Anic advised the Committee that Brian Morgan had originally agreed to provide a business plan to him, but now has determined that the County has enough information to make their decision on. Mr. Morgan has decided he will not provide the County with the originally agreed upon information.

Supervisor Holub arrived at 9:30 a.m.

Commissioner Schnell provided the Committee with bid information for equipment to equip a single axle truck. Bids were received from Casper's Truck Equipment, Appleton WI and Olson Trailer & Body, LLC, Green Bay WI. Casper's Truck Equipment bid \$45,719 w/pre-wet option included and Olson Trailer & Body, LLC bid \$46,953 plus \$1,900 for the pre-wet option. Commissioner Schnell and Bryan Olson, Shop Superintendent, recommended the bid be awarded to Olson Trailer & Body, LLC due to the fact that Olson Trailer & Body, LLC provides a Swenson tailgate which is the brand of tailgates we currently have and the mechanics are familiar with and have the equipment to repair a Swenson tailgate. Supervisor Holub made a motion and Supervisor Riemer seconded the motion to award the bid to Olson Trailer & Body, LLC for \$46,953 plus \$1,900 for the pre-wet option. Motion carried.

Commissioner Schnell provided the Committee with bid information for equipment to equip two tri-axle trucks. Bids were received from Casper's Truck Equipment, Appleton WI and Olson Trailer & Body, LLC, Green Bay WI. Casper's Truck Equipment bid \$147,667 with the pre-wet option included and Olson Trailer & Body, LLC bid \$133,586 plus \$2,935 for the pre-wet option. Commissioner Schnell and Bryan Olson, Shop Superintendent, recommended the bid be awarded to Casper's Truck Equipment due to the fact that Casper's Truck Equipment provides a Henderson V-Box and Bibeau asphalt body which is the type of equipment we currently have and the mechanics are familiar with and have the equipment to repair the Henderson V-Box and Bibeau asphalt body. Supervisor Holub made a motion and Supervisor Riemer seconded the motion to award the bid to Casper's Truck Equipment for \$147,667 with pre-wet option. Motion carried.

Commissioner Schnell distributed copies of Chapter 26 from the Sheboygan County Ordinance book regarding regulations on use of highway rights-of-way. Commissioner Schnell requested 26.01 DEFINITIONS the second paragraph "Obstruction" incorporate snow and ice as part of the definition; under 26.07 ENFORCEMENT AND PENALTIES (a) Correction Order be revised to allow in an emergency risk the Highway Commissioner or his designee be allowed to make the determination if immediately correction is necessary; (b) Failure to Comply, the forfeiture dollar amount needs to be investigated to determine if we can have a forfeiture beyond the dollar amount the Wisconsin State Statutes imposes. Supervisor Holub made a motion and Supervisor Riemer seconded the motion to have Commissioner Schnell work with Corporation Counsel to update Chapter 26 and investigate the forfeiture and bring the update back to the Committee. Motion carried.

Commissioner Schnell distributed a copy of a draft maintenance agreement to the Committee for their review. The suggestion was made to include an automatic renewal clause and if an automatic renewal clause was added, an automatic price adjustment clause would need to be added.

After discussion, the Committee elected to allow themselves one week to give any suggested changes to Commissioner Schnell. Commissioner Schnell should then work with Corporation Counsel to re-draft the document and bring it back to the Committee.

Commissioner Schnell presented a vacant position analysis for a mechanic. Supervisor Holub made a motion and Supervisor Anic seconded the motion to disapprove the vacant position analysis for mechanic at this time and to support the Commissioner filling the position on a three week limited term basis if the need arises. Roll call vote with Supervisors Winkel, Bemis, Riemer, Anic and Holub voting "AYE". Motion carried.

At 10:04 A.M. a motion to go into closed session pursuant to WI Stat 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session was made by Supervisor Bemis and seconded by Supervisor Riemer. Per call of the roll, Supervisors Winkel, Holub, Bemis, Anic and Riemer voted "Aye." Motion carried.

At 10:37 A.M. a motion to return to open session was made by Supervisor Holub and seconded by Supervisor Bemis. Per call of the roll, Supervisors Winkel, Holub Bemis, Anic and Riemer voted "Aye." Motion carried.

No action required from the closed session.

Commissioner Schnell discussed the Village of Elkhart Lake's request to purchase excess land. The Village of Elkhart Lake's attorney will be working with our corporation counsel on the easement that is in place.

The Committee, Commissioner Schnell and County Board Chair Mike Vandersteen discussed the alternatives to retained earnings. The discussion centered on a possible ½ cent sales tax and the possibility of a wheel tax.

Commissioner Schnell presented a request from the Village of Cedar Grove to install stop signs on CTH "LLL" at CTH "RR" to create a 4-way stop. Supervisor Riemer made a motion and Supervisor Bemis seconded the motion to allow the Village of Cedar Grove to proceed with installation of the additional stop signs at CTH "LLL" and CTH "RR", at the expense of the Village for the signage and installation. Motion carried.

Supervisor Holub made a motion and Supervisor Bemis seconded the motion authorize Commissioner Schnell to attend the 2010 WCHA Commissioner's Training April 6-8, 2010. Motion carried.

Supervisor Holub made a motion and Supervisor Anic seconded the motion to allow Supervisor Winkel to utilize the Sheboygan County Highway conference room on Tuesday, February 2, 2010 from 6:00 p.m. to 8:00 p.m. for a "Town Hall Meeting". Motion carried.

Commissioner Schnell discussed the 2010 summer construction work hours. It was moved by Supervisor Holub and seconded by Supervisor Anic to implement four day work weeks with ten hour days beginning Monday, May 3, 2010 and ending Thursday, September 2, 2010. Motion carried.

Commissioner Schnell presented a Vacant Position Audit to requested permission to fill twelve summer student positions. Supervisor Holub made a motion and Supervisor Bemis seconded the motion to approve the VPA and forward to Human Resources for consideration. Motion carried with Supervisor Anic voting "Nay".

Commissioner Schnell discussed the winter operations and handed out copies of the Labor/Management notes from December 3, 2009.

Motion by Supervisor Holub and seconded by Supervisor Bemis to adjourn at 11:01 A.M. Motion carried.

Ann Gottowski  
Recording Secretary

Harold H. Riemer  
Committee Secretary