

HIGHWAY COMMITTEE MINUTES

June 9th, 2020

The Manitowoc County Highway Committee convened into an open session at the Manitowoc County Highway Department, 3500 STH 310 Manitowoc, Wisconsin at 4:00 P.M. on this 9th day of June, 2020.

Supervisor Behnke called the meeting to order at 4:00 p.m.

Roll Call: Supervisors Behnke, Engelbrecht, Gerroll, Maresh, and Vogt

Excused:

Also Present: Marc Holsen, Bob Ziegelbauer, Jim Brey, and Don Schnell

Approval of Minutes: Supervisor Vogt made a motion, seconded by Supervisor Gerroll to approve the minutes from the May 12th, 2020 meeting. Motion carried.

Regular Business

(Public Comment): Supervisor Behnke called for public comment three times. No public comment.

Elect Highway Committee Secretary

Supervisor Behnke opened the floor and called for Committee Secretary nominations. Gerroll made a motion to elect Engelbrecht as Committee Secretary. Seconded by Maresh. Motion passed unanimously.

CTH X Driveway Access Request

Holsen briefly explained a recent driveway access request received for a parcel on CTH X in the Town of Schleswig and then invited Mr. Don Schnell to present his reason and hardship related to the proposal. Mr. Schnell explained the need and intended access usage of the property entrance. Holsen reported on the Highway Department findings and explained the number of existing drives and vision distance requirements in which met the standards within. The Committee discussed the topic. Supervisor Maresh made a motion to approve the access request. Seconded by Engelbrecht. Motioned passed unanimously. The Committee thanked Mr. Schnell for attending the meeting.

Airport #82 Sale/Lease

Holsen reported on a recent request to transfer the Airport Hangar lease for Hangar No. 82 due to the pending sale of the structure. Holsen presented the Committee with the Consent to Assignment for consideration and possible action. The Committee discussed the transfer and expiration of the existing lease. Supervisor Vogt made a motion to approve the transfer. Seconded by Gerroll. Motion passed unanimously.

Airport Land Petition

Holsen reported a recently received letter of interest from Mr. Josh Neuser to purchase .11 acres of Manitowoc County Airport property adjoining his current parcel. Holsen explained the area of interest and reasoning of Mr. Neuser's request and proposed usage of the land. Holsen informed the Committee of the existing lease entailing this proposed area to include the expiration of it. Supervisor Behnke recommended consulting with Corporation Counsel in regards to this proposal and reporting back on the topic at the upcoming July Committee meeting. No further discussion.

2020 Airport Project Bid Results

Holsen reported on the recent 2020 Airport Taxiway “B” project bid results from May 21st. Holsen stated that three bids were received and the low bid came in favorably, slightly under budget. He stated that this project is currently scheduled to start in mid-July. He also informed the Committee of the recent airfield pavement crack filling and pavement marking completion. The Committee thanked Holsen for the information.

Highway/Airport “Reopening” Policy

Holsen presented the Committee with the Airport and Highway Department office policy recently implemented in regards to the Covid-19 pandemic safety efforts moving forward. The Committee thanked Holsen for the report.

WCHA Summer Road School Updates

Holsen stated that there have not yet been any conference updates although the WCHA Conference Coordinating Committee is scheduled to meet on June 16th. Holsen stated that he will report on any updates at the following Committee meeting. No further discussion.

Rapids Road (CTH R) Planning

Holsen reported on the CTH R (Rapids Road) future project planning progress and the current studies being performed. The Committee discussed the details related and various factors within. The Committee thanked Holsen for the update.

2020 Budget

Holsen reported on the overall Highway Department budget to-date. He also presented information related to the projects recently completed, currently being performed, and upcoming projects planned. The Committee thanked Holsen for the update.

Overtime Report

Holsen reported on the monthly department overtime and presented the percentage breakdown between the various department budgets. Holsen discussed the minimum needs of overtime work related to weather impacts in recent weeks. The Committee thanked Holsen for the report.

Vouchers

The committee reviewed the vouchers dated May 4th, 2020 to May 26th, 2020. Supervisor Gerroll made a motion to approve, seconded by Supervisor Vogt. Motion carried.

Next Meeting Date

July 14^h, 2020 @ 4:00 p.m.

Adjournment

Supervisor Engelbrecht made a motion to adjourn, seconded by Supervisor Gerroll. Motion carried unanimously. Meeting adjourned at 4:54 p.m.

Submitted by:

Marc A. Holsen,
Highway Commissioner