

WINNEBAGO COUNTY BOARD OF SUPERVISORS - HIGHWAY COMMITTEE

DATE: November 16, 2020

TIME: 9:00 A.M.

PRESENT: David Albrecht, Highway Committee Chairman
Tom Egan, Highway Committee Member
Joel Rasmussen, Highway Committee Member
Ray Palonen, Highway Commissioner
Chuck Farrey, Highway Committee Member
Robert Warnke, Highway Committee Member

ALSO
PRESENT: Andy Dana, Ayres Associates
Tom Yancy, Fox River ATV

Chairman Albrecht called the meeting to order at 9:00 a.m. A motion was made by Supervisor Egan to approve the minutes of the October 19, 2020 meeting as written. Seconded by Supervisor Rasmussen and carried 4-0.

Chairman Albrecht asked for public input on agenda items. Mr. Yancy stated that he was in attendance regarding the ATV/UTV discussion. He stated that requests will be forthcoming from both the Towns of Nepeuskun and Utica. Commissioner Palonen stated those will be addressed at a future committee meeting.

Andy Dana, Ayres Associates, gave a design presentation on the CTH Y project. The project limits are from I41 to CTH T. The project will consist of culvert replacements and improving the profile in two spots. The project will be built with two 11' lanes with 4' shoulders, but staying within the existing right-of-way. Guardrail will be replaced by county forces. Commissioner Palonen stated that the project will be funded with CDBG funds, which should cover 100% of the costs. The project is scheduled to take place in the summer of 2021. Mr. Dana left the meeting.

Commissioner Palonen stated that he received a request from the Town of Nekimi to include two sections of county roads as ATV/UTV routes. The department investigated each section to ensure they meet the ordinance criteria. The traffic counts on CTH "N" are 580 cars per day, and CTH "Z" are 210 per day. Both connect to existing routes. Commissioner Palonen stated that he would recommend approving this request. After discussion a motion was made by Supervisor Farrey, seconded by Supervisor Egan to approve adding CTH "N" from Clairville Road to Pickett Road, and CTH "Z" from Clay Road to Old Knapp Road as ATV/UTV routes. Motion carried 4-0.

Commissioner Palonen stated that he has had discussions with the WisDOT and other counties regarding providing plowing assistance to neighboring counties impacted by COVID-19. Commissioner Palonen stated that he is not interested in signing a formal agreement, but that Winnebago County will help as we are able. He stated that the interstate system would be the first priority, then existing state and county routes. He stated that in a worst-case scenario if there is a shortage of employees, the town roads could be impacted, but he doesn't see that happening. Commissioner Palonen stated that he is working with the Human Resource Director to draft work rules regarding COVID-19 and reporting during snow storms.

Commissioner Palonen reported that due to COVID-19, the winter highway conference has been cancelled for this year. He will keep the committee posted if a summer conference is scheduled at a later date.

The following were reported as general operations:

- Most of the trucks have had the winter equipment installed.
- All of the county paving projects have been completed for this year.
- The CTH "O" project is done and open to traffic. The landscape company may need to come back next spring to complete some shoulder work.
- The department completed a crack sealing job on STH 116 for the WisDOT.
- The department also completed some ditching and small patching work for the towns.
- Commissioner Palonen informed the committee that the Highway Department building is paid off as of this year. He stated that since the building was constructed in 1995, it needs some updating. He suggested perhaps expanding the downstairs conference room to allow larger meetings, and accommodating ADA requirements, as well as some other updates. Chairman Albrecht stated that the building could be expanded to the west a little bit. Supervisor Farrey stated that he concurs with forward thinking, and that an evaluation of the facilities should be completed. He stated that perhaps Commissioner Palonen should come up with suggestions of what's needed and request a study to provide concepts and costs. Supervisor Rasmussen stated that when the Highway Department building was designed it was already obsolete, and agrees there may be a need for expansion. He also stated that the heating/air conditioning system is archaic and needs updating. Commissioner Palonen stated that he will get together with Facilities to discuss.
- Supervisor Egan thanked Commissioner Palonen for getting the issue at CTH "K" and "E" taken care of. Commissioner Palonen stated the pipes in that area may need to be expanded in the future.

A motion was made by Supervisor Rasmussen to adjourn. The motion was seconded by Supervisor Egan and carried 4-0. The meeting adjourned at 9:46 a.m.

Laura Spanbauer
Administrative Associate