

**AGENDA**  
**THURSDAY, AUGUST 10, 2023 –9:00 AM**  
**HIGHWAY COMMITTEE OF OCONTO COUNTY BOARD OF SUPERVISORS**  
**301 WASHINGTON STREET, COURTHOUSE BUILDING “A” ROOM #3041**  
**OCONTO WI 54153**  
[www.co.oconto.wi.us](http://www.co.oconto.wi.us)

This is an open meeting of a Standing Committee of the Oconto County Board of Supervisors. Notice of this meeting was given to the public at least twenty-four hours prior to the meeting, by forwarding the complete agenda to the newspapers and to all news media who have requested the same as well as by posting. Copies of the complete agenda were available for inspection at the Office of the County Clerk and from the County’s website calendar: [www.co.oconto.wi.us](http://www.co.oconto.wi.us)

1. Call to Order
2. Approval of Agenda
  - 2.1. Change of Sequence
  - 2.2. Removal of Items
3. Approval of Minutes of Previous Meeting (Enc.)
4. Review Prior Months Vendor Payments (Enc.)
5. Communications
6. AE Com Representative
7. CTH-B Run/Walk Request
8. Equipment Update
9. Roadwork Update
10. Staffing Update
11. Budget Discussion
12. Approve 2023/24 Propane Contract; Country Visions
13. Announcements/General Information (No action to be taken)
14. Next Meeting Date
15. Adjournment

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the Oconto County Clerk’s office at 920-834-6800 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Courthouse Building “A” is located at the corner of Washington Street and Arbutus Avenue

c: Committee(FTP); County Administrator, Finance Director, Corporation Counsel, Media (via email); County Website; Central File, Official Posting Location (Physical Copy)

VMH/Date Posted: August 3, 2023

**MINUTES**  
**THURSDAY, JULY 6, 2023 – 9:00 A.M.**  
**HIGHWAY COMMITTEE OF OCONTO COUNTY BOARD OF SUPERVISORS**  
**301 WASHINGTON STREET, COURTHOUSE BUILDING “A” ROOM #3041**  
**OCONTO WI 54153**  
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*(Draft minutes not approved by committee)*

COMMITTEE PRESENT: Elmer Ragen, David Behrend, David Christianson, Robert Wolf, Joel Lavarda

ABSENT: None

OTHERS PRESENT: Brandon Hytinen, Vanessa Hasenberg, Al Sleeter, Todd Skarban, Erik Pritzl, Beth Ellingson, Lori Witthuhn and Jeff Folts – Town of Morgan

1. Call to Order

Chair Christianson called the meeting to order at 9 am.

2. Approval of Agenda

2.1 Change of Sequence – None.

2.2 Removal of Items – None.

Motion by Wolf/Ragen to approve the agenda. The motion was voted and carried.

3. Approval of Minutes of Previous Meeting(s)

Motion by Lavarda/Behrend to approve the June 8, 2023 minutes. The motion was voted and carried.

4. Review Prior Months Vendor Payments

Vendor payments were discussed.

5. Communications

-Notice of Public Hearing – Variance request for vision triangle requirement on CTH-G at Kelly Lake. Hytinen recommended to Virtues to prohibit any structures or equipment in the vision triangle.

-Hytinen approved request from Civics Club & City of Gillett to detour CTH-BB for parade on July 4<sup>th</sup>.

-Hytinen approved request from Crooked Lake Fire Department to stop and detour CTH-W for parade on July 1, 2023 in Crooked Lake.

6. ATV Route Request

Request received from Town of Chase for ATV/UTV route on CTH-C from N. Brown County Line Road to CTH-D in Sampson. Hytinen showed area on map. Discussion followed on elevation, speed limit, average daily traffic count, and curves with no concerns. Skarban stated he has no issues with this segment. Witthuhn questioned liability and fee process. Motion by Wolf/Behrend to approve opening the requested segment for ATV/UTV use. The motion was voted and carried.

7. CTH-S Detour Request

Email received from Bellin Heath Oconto Fitness Facilitator to use segment of CTH-S from CTH-Y to Superior Avenue on August 13, 2023 for a run/walk/bike event. City of Oconto will provide traffic control. Motion by Lavarda/Ragen to allow use of route as requested. The motion was voted and carried.

8. CTH-K Driveway Variance Request

Letter received from Josh Blaser requesting a driveway variance on Dave Peitersen's property on CTH-K. Driveway permit request was initially denied due to spacing and frequency requirements. Hytinen showed map of site and applicable items on ordinance that impact decision – Item C) Purpose and Intent, and Item J) Spacing and Frequency. Discussion followed on frequency of use and the need for a site inspection to verify any culvert requirements. Motion by Wolf/Lavarda to approve variance request. The motion was voted and carried.

9. Equipment Update

-Sign truck is currently being worked on at Monroe Truck Equipment.

-F550 was delivered on Monday.

-Prices received from Packer City for 2024 tri-axles with an 11% increase over 2023.

10. Roadwork Update

- Pavement marking taking place on US 41 south of Abrams
- Pulverizing/paving work taking place on town roads.
- Concrete repair crew working on 4-lanes
- Mowing on state roads to meet WisDOT deadline of July 15. Granted extra time to mow USH 41, will start once construction project is completed.

11. Staffing Update

- Interviews took place for operator openings. Two applicants have accepted, offers pending on background checks and physicals.
- Three interviews to take place next week for additional operator openings.

12. Announcements/General Information/Guests (No action to be taken)

- Hytinen gave update on driveway permit issued on CTH-S. Driveway was permitted due to wetland variance overriding driveway ordinance.
- Hytinen discussed Governor Evers signed budget which gives a 2% increase in GTA's (General Transportation Aides) as well as a 2% increase to Routine Maintenance Agreement (RMA).
- State patrol and Oconto County Sheriff Department presence during concrete repair slows traffic greatly and increases number of drivers that move over. Hytinen thanked Skarban for help in keeping our crews safe. Skarban discussed placing speed boards at the start of construction zones which have been known to slow traffic as well.

13. Next Meeting Date

Next meeting scheduled for Thursday, August 10, 2023, at 9 am in the County Board room.

14. Adjournment

Chair Christianson declared meeting adjourned at 10:15 am.

Vanessa Hasenberg

Recorder

Date Posted: July 11, 2023

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

--- TOTALS BY FUND ---  
 209 - COUNTY HIGHWAY ROAD/BRIDGE 23,622.70 0.00  
 702 - HIGHWAY 573,606.50 108,711.81

--- TOTALS BY DEPT/ACTIVITY ---

60-53330	CO AID BRIDGES			23,622.70	0.00		
70-16114	HIGHWAY			39,053.48	3,227.50		
70-16115	HIGHWAY			1,135.42	0.00		
70-16116	HIGHWAY			279.06	0.00		
70-16119	HIGHWAY			11,161.66	4,481.25		
70-16123	HIGHWAY			6,372.66	0.00		
70-16126	HIGHWAY			382.80	0.00		
70-16127	HIGHWAY			5,050.98	0.00		
70-53110	HIGHWAY ADMINISTRATION			1,805.28	0.00		
70-53192	RADIO EXPENSES			53.34	26.21		
70-53194	DRUG & ALCOHOL TESTING			651.60	209.40		
70-53196	STAFF ADMINISTRATION			434.40	139.60		
70-53220	FIELD SMALL TOOLS			2,098.37	0.00		
70-53230	SHOP OPERATIONS-OCONTO			2,090.47	0.00		
70-53232	SHOP OPERATIONS-SURING			4,002.64	0.00		
70-53254	COUNTY PIT SPRUCE			12,118.99	0.00		
70-53260	BITUMINOUS OPERATIONS			294,395.30	89,454.32		
70-53271	BLDG & GRNDS OPNS-OCON			952.17	31.66		
70-53272	BLDGS & GRNDS OPNS-MOU			106.34	0.00		
70-53273	BLDG & GRNDS OPNS-SURI			2,170.43	0.00		
70-53274	BLDG & GRNDS OPNS-SAMP			575.85	0.00		
70-53281	ACQUISITION OF CAPITAL			49,935.00	0.00		
70-53301	COUNTY ROAD MAINTENANC			11,771.88	2,363.55		
70-53304	COUNTY PAVING & SEALCO			371.76	150.00		
70-53305	COUNTY GRAVEL & SHOULD			35,708.90	0.00		
70-53312	STP - OTHERS			2,254.94	0.00		
70-53320	INS ACCID			742.75	0.00		
70-53321	STATE MAINTENANCE			3,804.01	0.00		
70-53323	STATE MISC			8,175.98	0.00		
70-53324	STATE BRIDGE MAINTENAN			871.60	243.04		
70-53327	STATE ROADSIDE MAINTEN			337.45	137.45		
70-53331	LOCAL GOVT-ROAD MAINTN			33,566.09	7,188.48		
70-53334	LOCAL BRIDGE			39,903.48	296.78		
70-53340	LOCAL DEPARTMENTS SERV			1,271.42	762.57		

*repair parts-*

*fuel -*

*diesel -*

*concrete -*

2023 CONTRACT AND AGREEMENT REPORT

Oconto County Highway Department

Vendor Name	Service	Term	2022 Cost	2023 Cost
AbsorbTech ITU	Rugs Janitorial Supplies Uniform Rental	36 months 3/10/2022-3/10/2025		\$3,683.00
Aramark	Uniform Rental	36 months 3/2/2022-3/2/2025		\$5,856.00
BayCom	Radio Service	4/1/2023-3/31/2024	\$9,108.00	\$9,351.00
Compass Materials	Salt	Winter Season	\$72.57/ton	\$79.10/ton
Country Visions	Propane	5/31/2022-5/31/2023 8/1/2023-5/31/2024	\$1.79	\$1.399
GFL Environmental	Waste removal	36 months 2/5/2023-2026		\$3,775.00
Waste Management	Waste removal & Container Rental	3 Years 5/21/2021-5/27/2024		\$2,186.00