

**MINUTES**  
**Thursday, February 13, 2020**  
**HIGHWAY COMMITTEE OF**  
**OCONTO COUNTY BOARD OF SUPERVISORS**  
**COMMISSIONER'S OFFICE AT THE HIGHWAY DEPARTMENT**  
**202 VAN DYKE STREET, OCONTO, WI 54153**  
[www.co.oconto.wi.us](http://www.co.oconto.wi.us)

*(Draft minutes –until approved by committee)*

COMMITTEE PRESENT: Ragen, Sleeter, Bartels Jr., Christianson, and Stranz.

ABSENT: None

OTHERS PRESENT: Pat Scanlan, Vanessa Peters, One member of the public, Brandon Hytinen, Jack Laning and Kyle Thompson – KL Engineering, Beth Ellingson, Todd Skarban, Jim Wisneski, Monty Brink, Kevin Hamann

TIME MEETING BEGAN: 9:00 A.M.

1. Approval of Agenda
  - A. Change of Sequence – Switch items 13 and 14, and move KL Engineering after item 2.
  - B. Remove Items – NoneMotion by Stranz, second by Bartels Jr, to approve the agenda with changes in sequence. The motion was voted and carried.
2. Approval of Minutes of Previous Meeting  
Motion by Christianson, second by Sleeter, to approve the minutes of the January 2, 2020 meeting. The motion was voted and carried.
4. Communications
  - a. KL Engineering distributed handouts and presented the services they offer with a request to be added to RFP list.
3. Review Prior Months Vendor Payments  
Committee reviewed monthly vendor payments.
4. Communications
  - b. A verbal request was received questioning speed zone traveling north on CTH B approaching the CTH A intersection in the Town of Spruce. Speed reduction was removed previously upon bridge improvements. Skarban recommended placing an advisory placard of 25 MPH on Stop Ahead sign.
  - c. Scanlan reported that 118 miles of edge and centerline were painted in 2019.
  - d. Scanlan shared Notice of Public Hearings, with no impact to County Highway System.
  - e. Memo of Understanding with Department of Natural Resources was reviewed. Highway Dept equipment rates were given to them should this cooperative effort be needed. Training on fire blanket system is also available.
5. Discuss/Review ATV/UTV Issues/Ordinances  
Ellingson updated status of ordinance being drafted with Skarban. Routes that have previously been approved by Highway Committee will need County Board approval in March. Ellingson is looking for specific criteria to add to ordinance for making decisions on future routes. Scanlan suggested geometrics, traffic counts, speed limits, road widths, and visibility. Skarban reviewed additional law enforcement standards that will also be added to the county ordinance regarding age of operator, sound, insurance, and open intoxicants. Draft of ordinance will be ready in March for Highway Committee meeting, and County Board approval.
6. Kevin Hamann – Risk Management Report  
Handout was given regarding 2019 property liability and work comp claims. There were 7 property claims that totaled \$113,000. There were 7 work comp claims that totaled \$4735. Hamann believes the Highway Safety Committee is helping communicate better practices to employees and the safety culture has improved.
7. Discuss/Authorize Sand Bagger Purchase

Discussion took place on purchasing sand bagger for \$32,000 versus leasing from Brown County. Recommendation was made to use Brown County's again due to the little amount the sand bagger would be used overall.

8. Approve LFA WisDOT  
Motion by Sleeter, second by Stranz to approve the LFA for culvert replacements on STH 32 between Gillett and Suring. The motion was voted and carried.
9. Employee Status Update  
Scanlan gave updates that Jeremy Jarosinski resigned. Offer has been made to a candidate for his replacement. Offer also has been made to a second candidate for Harvey Firgens' replacement due to retirement.
10. Update Safer Bridge Projects  
CTH BB Bridge deck replacement is in progress. CTH H structure replacement work will start on Monday, February 17, 2020, with detour in place until the end of May.
11. Update MLS Program  
Application requests have far exceeded funds available so receiving funds is unlikely.
12. Update STP-R Projects  
Preconstruction on the CTH B project took place with Corre Engineering. This job will be let March 2022. CTH R project through Robert E Lee will be let May 2021. CTH I project will be let March 2022.
14. Announcements/General Information (No Action to be taken)  
Scanlan read his letter of retirement, with last day being April 3, 2020.
13. Discuss Succession Management Plan/Process  
Motion by Stranz, second by Christianson to recommend hiring Brandon Hytinen for replacement for Pat Scanlan, and authorizing Hamann and Scanlan to negotiate pay rate for approval at next meeting. Also permission given to do an internal posting for Hytinen's position upon his acceptance. The motion was voted and carried.
15. Set Next Meeting Date  
Next meeting set for March 5, 2020– 9:00 am.
16. Adjournment  
Chair Ragen declared meeting adjourned at 11:00 am.

Vanessa Peters

Recorder

Date Posted: February 18, 2020