

## MINUTES

### HIGHWAY AND PARKS COMMITTEE

Tuesday, May 17, 2016

**MEMBERS PRESENT:** Tom Kautza, Kevin Conradt, Steve Gueths, John Ainsworth and Randy Young

**OTHERS PRESENT:** Grant Bystol, Highway Commissioner; Keith Marquardt, Parks Manager; Amanda Paiser, Account Technician; Jan Fischer, Town of Hutchins Clerk; Vicki Kickhaver, Village of Mattoon Citizen; David Kickhaver, Village of Mattoon Citizen; and Tony Letter, Northeast Asphalt

**LOCATION & TIME:** Shawano County Highway Department  
3035 East Richmond Street  
Shawano, WI 54166

1. Call to Order.

The meeting was called to order by Chairman Kautza at 8:00 AM.

2. Approve Minutes from previous meetings.

A motion was made by Ainsworth and seconded by Conradt to approve the minutes from the previous meetings. Vote: 5 yes, 0 no.

3. Motion to deviate from the order of the agenda.

Motion by Young, seconded by Ainsworth to deviate from the order of the agenda, if necessary. Motion prevailed by acclamation.

4. Public Comments

Fischer questioned the ordinance status of the ATV Ordinance on CTH Z between Maple Road and Hutchins-Aniwa Townline Road. Bystol stated no action has been taken on the ordinance. A rough draft has been done. Kautza stated the ordinance would have to be county wide and there are no trail heads to connect to on a county road.

Chairman Kautza then requested that #7 be next on the agenda.

7. Discuss/Take Action on ATV Ordinance.

The rough draft was discussed and committee members shared their input. Some edits need to be done and have Corporate Counsel look it over. A copy of ordinance is not being handed out until it is completely finished. David Kickhaver passed out a draft of an ordinance created in the Village of Mattoon. After looking it over, Conradt stated golf carts and ATVs cannot be on the same ordinance. Young questioned the purpose of the county ordinance. Fischer stated it would nice to utilize the services in the area. Vicki Kickhaver stated it would be nice to drive to a mechanic instead of putting it on a trailer. Town of Hutchins currently has a one

year ATV ordinance to see how it goes. If the county ordinance were not to pass, the Village of Mattoon would be left out according to Vicki Kickhaver. Conradt suggested to Bystol to check with Sherriff's Department to see if other ordinances have had any complaints. A motion was made by Gueths and seconded by Ainsworth to have Corporation Counsel make changes. Vote 4 yes, 1 no (Young). Action will be taken on the ordinance at the next Highway/Parks Committee Meeting.

Chairman Kautza then deviated to #5 on the agenda.

5. Open/Possibly Award bid for WisDOT Local Roads Improvement Program (LRIP) Hot Mix Asphalt (HMA) Pavement Material.

Bystol explained there are two LRIP applications and they are a two-year cycle. One is CHID and the other is CHI. The asphalt for the CHID application will be place on County Highway G between State Highway 45 and County Highway M. Asphalt will also be placed on County Highway M between Lenz Road and Laatsch Road. Asphalt for the CHI application will be placed on the County Highway J project and on County Highway G between State Highway 29 and Campground Road. One bid was received from Northeast Asphalt. SuperPave E-1 19.0 mm was quoted at \$37.90 per ton. SuperPave E-1 12.5 mm was quoted at \$39.55 per ton. A motion was made by Conradt and seconded by Gueths to approve the purchase of asphalt from Northeast Asphalt the LRIP projects. Vote: 5 yes, 0 no.

6. Discuss/Take Action on WisDOT Discretionary Maintenance Agreements.

Bystol presented the DMA project. The DOT would like us to chip seal State Highway 156 from State Highway 47 to Old 47 Road. The cost to chip seal the one mile stretch is \$55,000. A motion was made by Gueths and seconded by Ainsworth. Vote: 5 yes, 0 no.

Item #7 was acted on earlier in the meeting.

8. Keith Marquardt, Parks Manager oral report-work update.

Marquardt stated the crew is very busy and are getting prepared for Memorial Day weekend. Five summer help have started. LTE is arriving today. The apartment is ready. Snack Shop will be open on Saturday and Sunday. Spraying is being done on the Mountain Bay Trail, along with brush being cleaned up. The parking lot is being striped. Volleyball net is put up. Crews will be finishing the deck on the Wolf River Bridge. There are 112 events book at the pavilion for the year so far.

9. Grant Bystol, Highway Commissioner oral report-work update.

Bystol introduced Matt Zierden, Operations Manager; Katie Schwartz, County Engineer; and Todd Boivin, Patrol Superintendent; to the new committee. Bystol stated the crews are very busy. County Highway J project is going good. Bystol passed out a time line used for major projects. PBM bridge deck is about 60 percent completed. Spraying and planting of trees is being done at the Robinson and Muck Mitigation sites. Quarry has been busy crushing breaker rock, ¾" gravel and 1 ¼" gravel. Pipe replacements are being on done on County Highway G and County Highway M. County shoulders are being pushed up county wide. The state was

already done. Four loads of fines were hauled to the Marathon Parks Department. Miscellaneous sign replacement for the state is being done.

12. Committee comments pertaining to new business that is requested for future committee consideration

None

14. Review/approve Accounts Payable

The committee reviewed highway bills dated May 9, 2016 for \$15,381.81 and May 16, 2016 \$43,100.10; Parks bills dated May 16, 2016 for \$26,337.700 Motion by Gueths, seconded by Young to approve the bills as presented. Vote: 5 yes, 0 no.

15. Approve Training/Travel

None.

16. Letters and communications

Marquardt mentioned a citizen got mad about dead fish being on the beach. There were only four fish dead on the beach and were picked up immediately.

17. Set Meeting Dates and Times

The next Highway/Parks committee meetings will be held June 7<sup>th</sup> at 8:00 AM at the Highway Department and June 21<sup>st</sup> at 8:00 AM at the Park Pavilion.

18. Adjourn

Motion to adjourn by Conradt seconded by Ainsworth. Vote: 5 yes, 0 no.

Amanda Paiser, Recording Secretary