



AGENDA

Eau Claire County Highway Committee
Thursday, February 2nd, 2017 / 6:15 am
Eau Claire County Highway Department - Room 101
2000 Spooner Avenue, Altoona, WI 54720

1. Call the meeting to order.
2. Confirmation of meeting notice – Review
3. Past committee meeting minutes (1/19) – Review/Action
4. Public comment
5. Discussions on state land near State Patrol – Update
6. Staff and committee reports – Discussion/Action
7. Payment vouchers (1/27) – Review
8. Future meeting dates, times, and agenda items – Discussion/Action
9. Adjourn.

* the Committee may hear comments from the public for up to 30 minutes; not more than 5 minutes/person is allowed; this period is not considered a public hearing.

cc: Members, Media, Kathryn Schauf, Keith Zehms, Jon Johnson, Rich Walthers, Rod Thorson

Please note: Upon reasonable notice, efforts will be made to accommodate the need of disabled individuals through sign language interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-4710, 839-1669 (FAX) or 839-4735 (TDD) or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.



MINUTES

Eau Claire County • Committee on Highway

Thursday, January 19th, 2017 / 6:15 am

Highway Department Meeting Room 101 • 2000 Spooner Avenue, Altoona, WI 54720

Members Present: Chairman Ray Henning, Vice Chairman Steve Chilson Supervisor Carl Anton, Supervisor Katy Forsythe, Supervisor Kathy Clark

Members Absent: None

Staff Present: Jon Johnson, Highway Commissioner; Michael Donaldson, Administrative Associate; Rod Thorson, Highway Engineer

1. **Call meeting to order**

Chairman Henning called the meeting to order at 6:21 a.m.

2. **Confirmation of meeting notice - Review**

Meeting notice confirmed.

3. **Past committee meeting minutes (1/5) - Review/Action**

Motion: Ray Henning to approve meeting minutes. Motion carried 5-0

4. **Public comment –**

Gloria Adams inquired on how wide is a CTH from center to right of way? Commissioner Johnson explained that most CTH are 33 from the center line in each direction but it does vary in some cases. Suggested putting together a map that indicates CTH width to be created and put on the Highway department website in the future.

5. **Parking Ordinance CTH KB – Review/Action**

Commissioner Johnson handed out a final draft of a parking ordinance in relation to school events and parking on CTH KB. No parking signs have been placed and ordinance was discussed at the Altoona's school PTO meeting. Motion by Supervisor Clark to forward ordinance to County Board for review. Motion carried 5-0

6. **Organizational Structure – Review/Action**

Commissioner Johnson handed out a draft of the reorganization and reclassification of the department. Through speaking with other organization and county highway departments, the organization is being changed from a hierarchy to a more organic structure to allow for more innovation and communication to be filtered across the department. Motion by Supervisor Forsythe to forward new organizational chart to HR and County Board. Motion carried 5-0

7. **Staff and committee reports – Discussion/Action**

Highway Engineer Rod Thorson spoke on the following:

- Attended the WCHA conference in the Wisconsin Dells. Was able to meet with Highway Engineers from other counties and exchange ideas. In the future, would like to see more meetings to discuss current challenges and successes.

Commissioner Johnson spoke on the following:

- Attended the WCHA conference in the Wisconsin Dells. Many of the seminars were informational. Considering inviting a speaker from the convention to present to the committee on responsibilities and procedures for County committees.
- Post storm meeting to be held with operations and share lessons learned.
- Shared letter of appreciation received by the Highway Department concerning assistance given to a motorist during last winter storm.
- Communicating with City of Eau Claire on ways to increase communication during snow plowing. Looking into similar radios to be able work together for more efficient snow removal. May apply for assistance through the innovation fund.
- Meetings to be held with cities and townships of areas affected by upcoming CIP projects.
- Discussing policy concerning formal bid process and working with Purchasing concerning bridge proposals.
- Strategic goal to review and update County Code.
- Meeting new representatives concerning state property located near the State Patrol.

8. Payment of Vouchers (1/13) – Review

The vouchers were reviewed.

9. Future meeting dates, times, and agenda items – Discussion/Action

Future dates:

- Thursday, Feb 2nd, 2017
- Thursday, Feb 16th, 2017

Future items:

- Update on state land by State Patrol

10. Adjourn

Motion by Chairman Henning to adjourn the meeting at 8:25 a.m. Motion carried 5-0

Respectfully submitted,

Michael Donaldson

Michael Donaldson
Highway Department