



MINUTES

Eau Claire County | Committee on Highway

Thursday, January 13, 2022 | 7:30 a.m.

WebEx Virtual Teleconference

Committee Members Present: Chair Steve Chilson, Vice-Chair Carl Anton, Supervisor Nathan Anderson, Supervisor Judy Gatlin, Supervisor Nathan Otto

Staff/Others Present: Highway Commissioner Jon Johnson, Assistant Commissioner Brian Spilde, Operations Manager Christopher Dahlby, Engineering Technician Lori Engen, Fiscal Associate IV Nicole Spaeth

- 1. Meeting called to order by Chairman Chilson at 7:30 a.m.**
- 2. Past committee meeting minutes (11/18/2021) – Discussion/Action**
 - Supervisor Gatlin motioned to approve, Supervisor Anton 2nd. Motion carried 4-0.
- 3. Public Comment – none**
- 4. Sale of Excess Highway Right of Way CTH QQ (Birch Street) – Discussion/Action**
 - Statement from Pastor Hallett of Birch Street Baptist: Offer to purchase excess right of way at the intersection of Malden & McKinley (QQ) to move their sign.
 - Commissioner Johnson has reviewed survey and confirmed placement of the sign on the proposed location would meet setback requirements and cause no issue.
 - Supervisor Gatlin motioned to approve resolution to for the sale, Supervisor Anderson 2nd. Motion carried 4-0.
- 5. Clearing & Brushing Operations CTH ND – Discussion/Action**
 - Heard statement from resident Jon Orner requesting an exception to the brushing policy to prevent removal of a tree on the edge of his property in the right of way.
 - Discussed making an exception or amending the county policy for low volume/low speed roads. Commissioner Johnson's recommendation was to uphold the current policy.
 - Supervisor Gatlin motioned to uphold the policy. Motion carried 5-0.
- 6. Speed Limit for CTH Q – Discussion/Action**
 - Reviewed proposed ordinance to change speed on two sections of CTH Q to 40 mph.
 - Supervisor Anderson motioned to approve ordinance, Supervisor Otto 2nd. Motion carried 5-0.
- 7. CTH T Corridor and Mapping Alternatives – Discussion/Action**
 - Reviewed the proposed options for the project and the potential impacts, cost, and timelines.
 - Supervisor Anton motion to approve Alternative 1, Chairman Chilson 2nd. Motion carried 5-0.
- 8. Organization Chart & Job Description Reviews – Discussion**
 - Reviewed proposed organization chart for the Highway Department.
 - Discussed revisions to the org chart structure and addition of positions that would allow the department to run more efficiently with appropriate separation of duties.

- Topic will be revisited in a future meeting once FTE counts have been finalized and decision regarding the engineering position has been worked out

9. Highway Engineer Staffing – Discussion/Action

- Discussed the recruitment of an engineer to fill the vacant position and challenges of finding a qualified candidate.
- Considered alternatives of restructuring the engineering department without an engineer along with continuing to contract out engineering duties.
- No action taken – waiting on HR to meet with Dr. McGrath to review the job description and market conditions regarding increasing starting pay package.

10. Highway Report

- Highway Commissioner Update – Jon Johnson
 - **WCHA:** Winter Road School next week; Jon will be handing over presidency to Roland Hawk of Wood County; working with admin services & WCA on a succession plan for current exec director. Trying to get green light legislation passed but will not likely pass due to bills stalling at the capitol
 - **Local Road Improvement Program:** State statues due on Jan 15th; had a lot of application for local funding; will be reviewing and submitting to the state.
 - **Town of Lincoln CTH J Guard Rail Concern:** Guard rail put in place due to sloping safety; farmers aren't able to drive through this section with combines attached; working with Lincoln to work this out with farmers.
- Operations Update – Brian Spilde
 - Working on brushing & CIP, accident/sign damage repair, and snow removal and winter maintenance.
 - Working with Jon & Lori for 2022 bid packages for contracted work
 - Looking at fleet challenges due to lead times on vehicles
- Engineering Update – Jon Johnson
 - 2022 Projects: Have everything lined up for 2022 (surveys/design/etc.) Lori having meetings with DNR. Still scoping alternatives to replacing one structure on Hwy H.
 - 2023 Projects: Projects identified & surveys/geotechnical in place and moving forward.

11. Review of Payment Vouchers (11/19/21, 11/24/21, 12/03/21, 12/10/21, 12/29/21, 01/07/22)

- Supervisor Anton motioned to approve; Supervisor Gatlin 2nd; Motion carried 5-0.

12. Future Meeting Dates, Times, and Agenda Items – Discussion Action

- Agreed to continue to meet once per month on the 2nd Thursday at 7:30 a.m.
- Next meeting: Thursday, February 10, 2022 at 7:30 am
- Suggestion from County Administrator Schauf to have a joint meeting with the Committee on Finance & Budget to discuss highway dept getting PASER rating up, how the vehicle registration fee funds it, and how to fund it in the future.
- Supervisor Gatlin suggested not requiring a second on motions in the future due to the small size of the committee. There were no objections to this change, so future meetings will no longer require a second on motions.

13. Meeting adjourned by Chairman Chilson at 9:45 a.m.

Respectfully submitted,

Nicole Spaeth

Nicole Spaeth, Fiscal Associate IV
Eau Claire County Highway Department

APPROVED 02/10/2022