



## MINUTES

**Eau Claire County | Committee on Highway**

**Thursday, March 9, 2023 | 7:30 a.m.**

**Hybrid Meeting | Eau Claire County Highway Department - Room 101 and WebEx Virtual  
Teleconference**

**Committee Members Present:** Chair Steve Chilson, ~~Vice Chair Nathan Otto~~, Larry Hoekstra, Judy Gatlin, Mark Beckfield, Nick Smiar (ex-officio)

**Staff/Others Present:** Assistant Commissioner Brian Spilde, Engineer Travis Pickering, Administrative Associate III Natalie Szews, Risk Manager Sonja Leenhouts, Fiscal Supervisor Kyle Welbes, Corporation Counsel Sharon McIlquham, Finance Director Norb Kirk, Supervisor Nancy Coffey, Supervisor Dane Zook

**1. Meeting called to order by Chairman Chilson at 7:30 a.m.**

**2. Roll Call**

**3. Review/Approval of Past Committee Meeting Minutes (02/09/23) – Discussion/Action**

- Supervisor Gatlin motioned to approve. Motion carried 4-0.

**4. Public Comment –None**

**5. Levy Funding – Discussion**

- Discussed reductions to General Transportation Aid (GTA), bonding, and levy funding.
- Supervisor Chilson requested to have Jon and Norb analyze funding for 2015, 2016, 2018, and 2021 for the next Highway Committee meeting and to present on highway funding sources to County Board in April or May.

**6. Village of Fall Creek CTH AF Budget Amendment and City of Augusta CTH G Budget Amendment Requests – Discussion/Action**

- Discussed the possibility of using the \$193,000 of interest revenue from new highway facility funds or using the remaining \$400,000 of ARPA funds towards both projects.
- Supervisor Beckfield motioned to send to the Board a motion for \$193,000 from the interest revenue to cover a portion of the projects for Fall Creek and Augusta. Motion carried 4-0.
- Supervisor Beckfield motioned to authorize \$303,000 from ARPA funding and/or a combination of ARPA funding and the \$193,000 of interest funding for the projects in Fall Creek and Augusta. Motion carried 4-0.

**7. Vehicle Registration Fee – Discussion**

- Reviewed the Vehicle Registration Fee (VRF).
- The Highway Committee plans to have a joint meeting with the Finance and Budget Committee to discuss the VRF and funding for the Highway Department.

## **8. CTH QQ/McKinley Road Transportation Alternative Project Resolution of Support – Discussion/Action**

- Commissioner Johnson discussed having Eau Claire County as the project sponsor for a new trail along McKinley Rd. from River Prairie Dr. to North Crossing (STH 312) to connect two existing trail systems.
- City of Eau Claire would maintain trails.
- There would be a cost share where 80% of the project would be covered by Transportation Alternatives Program (TAP) Grant and remaining 20% would be covered by County and City of Eau Claire. Estimated cost for the County would be \$80,000.00.
- Draft of Resolution of Support will be going to County Board later this month.
- Supervisor Gatlin motioned to support grant application. Motion carried 3-1.

## **9. Policy Manual Update – Discussion**

- Commission Johnson advised there will be updates to the Highway Department policy manual.

## **10. Highway Report**

### **• Highway Commissioner Update – Jon Johnson**

- i. USDOT – Had meetings with representatives at TDA Fly-In in Washington D.C. to talk about funding opportunities for CTH T corridor project. Will be meeting with City of Eau Claire and Chippewa County to plan funding for the project.
- ii. WIDOT Grants – Discussed grants that are being submitted for local projects.
- iii. May 4th District Meeting – Rep. Van Orden will be attending meeting in Pierce County.
- iv. Staffing Update – Two new Heavy Equipment Operators onboarded this week. Mechanic accepted verbal job offer, and currently working on hiring Sign & Marking Foreman.
- v. CDL Promissory Note will be implemented for new hires to reimburse CDL training costs.

### **• Operations Update – Brian Spilde**

- i. Transitioning to spring work and maintenance. Still fixing guardrail and winding down on brushing.
- ii. Safety Training – May 4<sup>th</sup> is Department Safety Day and MSHA training in April.
- iii. Process of Bidding Materials and contracted work – Waiting for information from Townships and will try to get bids out next week.

### **• Engineering Update – Travis Pickering**

- i. All plan sets for road projects completed except for CTH I which still needs culvert inspections.
- ii. Bid documents for CTH RR and FW are getting sent out today and early next week.
- iii. Working on getting LRIP funding transferred to CTH II and then can advertise for bidding.
- iv. Five local bridge grant applications are getting submitted today. If all are approved, tentatively planning on having three bridges under construction in 2026 and two in 2027.
- v. Working with West Central Wisconsin Planning Commission on getting CIP story map put together for next five years.
- vi. Had GIS Pro training and updated culvert inventory to GIS Pro.

## **11. Review of Payment Vouchers (02/10/23 to 03/03/23) – Discussion /Action**

- Supervisor Gatlin motioned to approve. Motion carried 4-0.

**12. Future Meeting Dates/Times/Agenda Items**

- Future agenda items:
  - i. Report on levy funding.
- Next meeting: Thursday, April 13 at 7:30 a.m. Looking at possibly having Committee Meeting in new facility in May.

**13. Adjourn at 9:23 a.m.**

Respectfully submitted,

*Natalie Szews*

Natalie Szews, Administrative Associate III  
Eau Claire County Highway Department

**APPROVED 04/13/23**