



MINUTES

Eau Claire County | Committee on Highway

Thursday, July 13, 2023 | 7:30 a.m.

Hybrid Meeting |

Eau Claire County Ag & Resource Center, Rooms 103/104,
227 1st St. W, Altoona, WI 54720 and WebEx Virtual Teleconference

Committee Members Present: Chair Steve Chilson, ~~Vice Chair Nathan Otto~~, Larry Hoekstra, Judy Gatlin, Mark Beckfield

Staff/Others Present: Highway Commissioner Jon Johnson, Assistant Commissioner Brian Spilde, Engineer Travis Pickering, Administrative Associate III Natalie Szews, Risk Manager Sonja Leenhouts, Corporation Counsel Sharon McIlquham, ~~Human Resources Director Angela Eckman~~,

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

2. Roll Call

3. Review/Approval of Past Committee Meeting Minutes (05/11/23) – Discussion/Action

- Supervisor Hoekstra made a motion to approve. Motion carried 4-0.

4. Public Comment

- Email from Jill Christopherson regarding Vehicle Registration Fee (VRF)

5. Items 5 through 18 - Discussion

- ATV route applications will be put on hold until there is a joint meeting between Highway, Parks & Forest, and Sheriff's Department to determine a plan for ATV routes throughout the county.
- Discussed ATV route applications and options for handling ATV routes. The Highway Department would like to review policies and streamline the process for ATV routes since they were developed over a decade ago. Most townships in the county have opened their roads to ATVs and many of the route applications are to connect routes that are already established.
- Looking at having a joint meeting between Highway, Parks and Forest, and Sheriff's Department in September.

19. CTH AF Jurisdictional Transfer – Discussion/Action

- No driveway permits obtained by developer for housing development on CTH AF, and the access spacing is too dense for Highway Department driveway policies.
- Resolution would transfer 1,050 feet of CTH AF to the Village of Fall Creek. There is an intergovernmental agreement for the County to replace the road and then the Village would be responsible for the road.
- Supervisor Gatlin made a motion to approve. Motion carried 4-0.

20. Highway Report

• Highway Commissioner Update – Jon Johnson

- i. New facility
 - Admin staff is moving into new facility and department will be moving until the end of the month. July 24th Operations will be fully operating at the new facility. City of Altoona is doing a walkthrough of Altoona facility on the 19th.
 - Should be able to have next Committee meeting at new facility in August.
 - Open House date is September 9th from 10-2 p.m.
- ii. Discussed Local Road Improvement Project (LRIP) pilot project this fall to help Townships and municipalities become more involved and administer LRIP grants. LRIP funds would be administered by the Towns Association instead of the County.
- iii. Highway Department is submitting budget and has requested \$200,000 in additional levy funding to help with maintenance programs.
- iv. Looking at having Road Tour in September.
- v. Received four bridge grants for 100% funding.

• Operations Update – Brian Spilde

- i. Wrapping up in-house construction projects and then working on new facility move.
- ii. Working on CTH O and getting ready to do CTH F.
- iii. Sign Shop is working on traffic maintenance agreement.
- iv. Focusing on moving to new facility.

• Engineering Update – Travis Pickering

- i. Reviewed grants for bridges on CTH K, CTH VV, CTH MM, and CTH AF.
- ii. Discussed using concrete canvas for erosion control for drainage ditch behind salt shed at new facility and possibly on CTH I.
- iii. Reviewing and updating design timelines.
- iv. Working with Operations on numerous culvert issues and failures.
- v. Contract completed with Monarch for CTH I and CTH II. Projects will be started in early August.
- vi. All States will be coming out the week of the 24th to pulverize/stabilize on CTH O and CTH F.
- vii. CTH V InQuik bridge will be started in late July/early August. Haas Sons will be removing the old bridge and Larson Companies will be installing the piling. Highway Department will be setting and pouring bridge. Backfill and road work will be done by Haas Sons.
- viii. Completed an MOU (Memorandum of Understanding) with the DNR which will authorize Highway Department to issue their own permits for projects and provide summary to DNR at end of construction season.
- ix. CTH M project will be starting in a couple weeks.

21. Review of Payment Vouchers (05/12/23 to 06/30/23) – Discussion /Action

- Supervisor Beckfield made a motion to approve. Motion carried 4-0.

22. Future Meeting Dates/Times/Agenda Items

- Future meeting date:
 - i. August 10 at 7:30 a.m. Highway Committee meeting and tour of the new facility at 8:00 a.m.
 - ii. August 10 at 8:30 a.m. Joint Budget meeting.
- Future agenda items:
 - i. Vehicle Registration Fee will need to be addressed at a future meeting.
 - ii. Road Tour date.

23. Adjourn at 8:45 a.m.

Respectfully submitted,

Natalie Szews

Natalie Szews, Administrative Associate III
Eau Claire County Highway Department

APPROVED 08/10/23