

**Calumet County Highway Committee Meeting Minutes
May 9, 2018**

The meeting was called to order by Highway Commissioner Brian Glaeser at 8:30 a.m.

Members present were: Supervisors Kenneth Draheim, Joseph Mueller, Bill Barribeau, Ronald Dietrich, and Matthew Budde.

Others Present were: Calumet County Administrator, Todd Romenesko; County Board Chair, Alice Connors; Highway Commissioner, Brian Glaeser; Highway Road Superintendent, Mike Sabel; Highway Office Manager, Michelle Maas; Village of Harrison Planner, Mark Mommaerts; and Ayres Associates, Troy Robillard.

The pledge of allegiance was recited.

Election of Officers:

Election of Chair – Nominations were cast by voice vote. Supervisor Barribeau made a motion to close nominations, and cast a unanimous ballot for Supervisor Draheim for Highway Committee Chair, and Supervisor Budde for Vice Chair. Motion was seconded by Supervisor Dietrich. On a voice vote motion carried unanimously.

Moved by Supervisor Dietrich, seconded by Supervisor Mueller to approve the agenda. Motion carried unanimously.

Moved by Supervisor Dietrich, seconded by Mueller to approve the minutes from the March 21, 2018 Highway Committee Meeting. Motion carried unanimously.

Public Participation:

None

Report of Committee Members:

None

Communications:

None.

Items for Action or Discussion:

- A. **Attendance to Wisconsin County Highway Association Summer Road School Conference June 4-6, 2018:** Highway Commissioner Glaeser informed the Committee that the WCHA Summer Road School Conference is scheduled for June 4-6, 2018 at the Chula Vista Resort in Wisconsin Dells, WI. Pre-registration deadline is due May 12, 2018. Committee discussion followed. **Moved** by Supervisor Budde, seconded by Supervisor Dietrich to approve attendance at the WCHA Summer Road School Conference June 4-6, 2018 by any Highway Committee Member wishing to attend. Motion carried unanimously.
- B. **2018 Paser/Road Ratings:** Commissioner Glaeser gave a Committee an overview of what Paser Ratings are, and how they are used by our department to determine what roads need to be repaired and/or reconstructed. Committee discussion followed. This was just a discussion item only, no action was taken on this matter.
- C. **CTH N Discussion:** Commissioner Glaeser updated the Committee on discussions that he has had with the Village of Harrison, City of Appleton, the Kimberly School District, Outagamie County, and East Central Wisconsin Regional Planning Commission as to future of CTH N and the developments in the surrounding area. Committee discussion followed. **Moved** by Supervisor Budde, seconded by Supervisor Dietrich to direct staff to investigate items such as a Traffic study, and a Level of Service model comparing a three or four lane road, with regards to speed and safety. Motion carried unanimously.

Report of Highway Department:

A. Highway Commissioners Report:

- Commissioner Glaeser provided to the committee a handout of recent staff activities.

B. Update on CTH LP Project:

- Commissioner Glaeser invited Troy Robillard from Ayres Associates to give an update on the project. Mr. Robillard informed the committee that they have submitted the Final Project plans to the WIDOT. This project will be let on November 13, 2018. Omni Associates is the Engineering firm handling the Right of Way Acquisitions. They are about 75% complete at this time. All acquisitions will be clear by August 1, 2018.

C. Update on CTH X Project:

- Commissioner Glaeser invited Troy Robillard from Ayres Associated to give the Committee an update on the CTH X project. Mr. Robillard informed the committee that they have submitted the Final Project plans to the WIDOT. This project will also be let on November 13, 2018. This project requires no Right of Way purchases.

D. Chilton Optimist Club Bike Rodeo on May 19, 2018:

- Commissioner Glaeser informed the Committee that the Chilton Optimist Club has asked to hold their annual "Bike Rodeo" at the Highway Department Building on Saturday, May 19, 2018.

E. Crafty Apple Fest on September 8, 2018:

- Commissioner Glaeser informed the Committee that the Chilton Optimist Club have asked to hold their annual "Crafty Apple Fest" on the grounds of the Highway Department on Saturday, September 8, 2018.

Set Next Meeting Date:

The next meeting of the Highway Committee is tentatively scheduled for Wednesday, June 13, 2018 at 8:30 a.m. at the Calumet County Highway Dept. at 241 E. Chestnut Street, Chilton WI 53014.

Adjournment: Moved by Supervisor Budde, seconded by Supervisor Barribeau to adjourn the meeting at 9:20 a.m. to Wednesday, June 13, 2018 if needed. Motion carried unanimously. There being no further business the meeting was adjourned.



Recording Secretary
Michelle Maas, Highway Department Office Manager