

**AGENDA**  
**THURSDAY, JANUARY 9, 2025 –9:00 AM**  
**HIGHWAY COMMITTEE OF OCONTO COUNTY BOARD OF SUPERVISORS**  
**301 WASHINGTON STREET, COURTHOUSE BUILDING “A” ROOM #3041**  
**OCONTO WI 54153**  
**[www.co.oconto.wi.us](http://www.co.oconto.wi.us)**

This is an open meeting of a Standing Committee of the Oconto County Board of Supervisors. Notice of this meeting was given to the public at least twenty-four hours prior to the meeting, by forwarding the complete agenda to the newspapers and to all news media who have requested the same as well as by posting. Copies of the complete agenda were available for inspection at the Office of the County Clerk and from the County's website calendar: [www.co.oconto.wi.us](http://www.co.oconto.wi.us)

1. Call to Order
2. Statement of County Mission and Vision
3. Approval of Agenda
  - 3.1. Change of Sequence
  - 3.2. Removal of Items
4. Approval of Minutes of Previous Meeting (Enc.)
5. Review Prior Months Vendor Payments (Enc.)
6. Communications
7. Equipment Update
8. Roadwork Update
9. Staffing Update
10. Pit Contract
11. Highway Facility Update
12. Announcements/General Information (No action to be taken)
13. Next Meeting Date
14. Adjournment

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the Oconto County Clerk's office at 920-834-6800 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Courthouse Building “A” is located at the corner of Washington Street and Arbutus Avenue

c: Committee(FTP); County Administrator, Finance Director, Corporation Counsel, Media (via email);  
County Website; Central File, Official Posting Location (Physical Copy)

VMH/Date Posted: January 6, 2025

**MINUTES**  
**THURSDAY, DECEMBER 5, 2024 – 9:00 A.M.**  
**HIGHWAY COMMITTEE OF OCONTO COUNTY BOARD OF SUPERVISORS**  
**301 WASHINGTON STREET, COURTHOUSE BUILDING “A” ROOM #3041**  
**OCONTO WI 54153**  
**[www.co.oconto.wi.us](http://www.co.oconto.wi.us)**  
*(Draft minutes not approved by committee)*

COMMITTEE PRESENT: Elmer Ragen, David Behrend, David Christianson, Bob Wolf, Joel Lavarda

ABSENT: None

OTHERS PRESENT: Brandon Hytinen, Vanessa Hasenberg, Richard Heath, Al Sleeter, Beth Ellingson

1. Call to Order

Chair Christianson called the meeting to order at 9:00 am.

2. Statement of County Mission and Vision by Hytinen

3. Approval of Agenda

3.1 Change of Sequence – None.

3.2 Removal of Items – None

Motion by Wolf/Ragen to approve the agenda. The motion was voted and carried.

4. Approval of Minutes of Previous Meeting(s)

Motion by Behrend/Wolf to approve the November 7, 2024, minutes as printed. The motion was voted and carried.

5. Review Prior Months Vendor Payments

Vendor payments were discussed.

6. Communications

- Hytinen shared Christmas cards received by various vendors.

- Letter received from resident regarding condition of pavement on CTH-A. This is being considered for 2025 paving budget.

- Notice of Public Hearing includes rezone for quarry at CTH CC/K. If current driveway access is satisfactory for operations, no action by our department will be needed.

7. Approve 6-20 Structure Inspection Proposal

WisDOT Local Structure program requires inspections of structures 6'-20' with a reimbursement amount of \$350 each. Motion by Behrend/Lavarda to utilize Robert E. Lee to complete inspections for Oconto County structures. Motion was voted and carried.

8. Approve Amended Loader Resolution

\$175,000 in ARPA funding became available after November County Board meeting and is now available to put toward the purchase of our loader. This requires amendment to loader resolution from November that requested full purchase price of \$310,500.

Motion by Ragen/Wolf to recommend to Administrative Committee and County Board the amended resolution requesting \$175,000 in ARPA funding and remaining balance of \$135,500 to come from Highway 2025 capital budget, to purchase the loader. The motion was voted and carried. This item will be on county board regular agenda.

9. Approve Sale of Excess Right of Way

Hytinen brought up location on screen. Request from landowner to purchase excess right of way on CTH-C. With purchase we would still obtain 55' of right of way at that segment. Received quit claim deed and plat of survey. Motion by Lavarda/Behrend to approve sale of excess right of way in the amount of 0.33 acres for a price of \$5500/acre, for a total of \$1886.50. The motion was voted and carried. This item will be on county board consent agenda.

10. Lena Snow Drifters Club Request

Club requesting use of CTH-J bridge across Little River, with the condition they maintain snow removal. Motion by Ragen/Lavarda to allow them to use this crossing. The motion was voted and carried.

11. Equipment Update

- Email received from CAT stating they had a paver become available sooner than expected. Approximate delivery set for January 2025.
- Hytinen brought up items on Gov.Deals that were auctioned. All items sold except for sign truck which is currently on auction at WI Surplus. Total sales from auction totaled \$55,431.
- WisDOT 2023 equipment cost analysis summary shown on screen. Oconto County generated \$496,718 in equipment revenue in 2023.

12. Roadwork Update

- Hytinen attended real estate kick off meeting for CTH-C intersections.
- Discussed how we would acquire an additional \$1.4 million above our current paving budget to achieve the goal of 15 miles. To continue to pave roads in 20-year cycle, need to pave 16 miles each season. Discussion followed on options for funding. Lavarda requested info from finance director on amount taxes would have to increase to generate an additional 1.4 million dollars. Heath commented on sales tax and levy limits. Hytinen explained paving methods to extend life of asphalt.
- Hytinen showed road condition map and explained how temperature relates to road conditions, including the best salt utilization. Committee complimented the road conditions after weather event yesterday.
- Design has begun on CTH-CC bridge.
- Bridge on CTH-M bridge over Kelly Brook is now posted at 40 tons. Funding may be available for future repairs.
- PS&E submitted to WisDOT for bridge on Old 64 in Town of Brazeau.
- Designs are continuing for local bridge projects in Town of Lakewood and Town of How.

13. Staffing Update

- Currently at full staff.
- Two employees planning to retire early 2025. Will advertise for two operators.
- Employee struck by mirror of a passing vehicle still incapacitated.

14. Approve Highway Fee Schedule

Discussion on conditions used when issuing exceed weight limit permits. Motion by Behrend/Lavarda to approve Highway Department fee schedule for 2025 with no changes. Motion was voted and carried.

15. Announcements/General Information/Guests (No action to be taken)

- Winter Conference scheduled for January 13-15. Behrend-1, Wolf-2, Christianson-2.
- Hytinen went over findings from roof consultant regarding Suring shop roof. It's recommended to replace insulation as well. Estimate on improvements including rubber roof are \$330,000-\$380,000. Discussion followed on facility study currently taking place and potential changes to building needs. Heath commented that any changes due to study will take several years and recommends repairs be made with funds that became available due to amended loader resolution. Will notify roof consultant that final repair plan will be made once facility study is complete.

16. Next Meeting Date

Next meeting scheduled for Thursday, January 9, 2025, at 9 am in the County Board room.

17. Adjournment

Chair Christianson declared meeting adjourned at 10:16 am.

Vanessa Hasenberg  
Recorder  
Date Posted: December 11, 2024

12/30/2024 02:20 PM

User: hwyamand

DB: Oconto

## INVOICE REGISTER REPORT FOR COUNTY OF OCONTO

INVOICE ENTRY DATES 12/01/2024 - 01/04/2025

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 22/22

| Inv Num<br>Inv Ref#               | Vendor<br>Description<br>GL Distribution | Inv Date<br>Entered By | Due Date | Inv Amt    | Amt Due   | Status | Jrnlized<br>Post Date |
|-----------------------------------|------------------------------------------|------------------------|----------|------------|-----------|--------|-----------------------|
| # of Invoices:                    | 193                                      | # Due: 6               | Totals:  | 391,100.82 | 38,450.48 |        |                       |
| # of Credit Memos:                | 13                                       | # Due: 0               | Totals:  | (2,872.00) | 0.00      |        |                       |
| Net of Invoices and Credit Memos: |                                          |                        |          | 388,228.82 | 38,450.48 |        |                       |

--- TOTALS BY FUND ---

|               |            |           |
|---------------|------------|-----------|
| 702 - HIGHWAY | 388,228.82 | 38,450.48 |
|---------------|------------|-----------|

--- TOTALS BY DEPT/ACTIVITY ---

|                                   |                          |           |
|-----------------------------------|--------------------------|-----------|
| 70-16101 - HIGHWAY                | 321.78                   | 0.00      |
| 70-16103 - HIGHWAY                | Salt - 66,647.87         | 0.00      |
| 70-16113 - HIGHWAY                | Road Oils - 15,464.76    | 0.00      |
| 70-16114 - HIGHWAY                | Repair Parts - 32,589.59 | 0.00      |
| 70-16115 - HIGHWAY                | Tires - 11,256.78        | 0.00      |
| 70-16116 - HIGHWAY                | 524.28                   | 0.00      |
| 70-16119 - HIGHWAY                | Gasoline - 12,559.06     | 0.00      |
| 70-16120 - HIGHWAY                | Diesel - 36,409.40       | 36,409.40 |
| 70-16123 - HIGHWAY                | 191.62                   | 0.00      |
| 70-16124 - HIGHWAY                | 580.12                   | 0.00      |
| 70-53110 - HIGHWAY ADMINISTRATION | 620.33                   | 38.70     |
| 70-53192 - RADIO EXPENSES         | 652.13                   | 0.00      |
| 70-53220 - FIELD SMALL TOOLS      | 2,686.23                 | 0.00      |
| 70-53230 - SHOP OPERATIONS-OCONTO | 938.89                   | 0.00      |
| 70-53232 - SHOP OPERATIONS-SURING | 2,895.78                 | 600.00    |
| 70-53235 - FUEL HANDLING          | 888.96                   | 0.00      |
| 70-53254 - COUNTY PIT SPRUCE      | 2,683.53                 | 0.00      |
| 70-53260 - BITUMINOUS OPERATIONS  | 3,105.02                 | 0.00      |
| 70-53271 - BLDG & GRNDS OPNS-OCON | 2,581.93                 | 0.00      |
| 70-53272 - BLDGS & GRNDS OPNS-MOU | 592.77                   | 495.13    |
| 70-53273 - BLDG & GRNDS OPNS-SURI | 5,156.84                 | 285.13    |
| 70-53274 - BLDG & GRNDS OPNS-SAMP | 73.12                    | 0.00      |
| 70-53281 - ACQUISITION OF CAPITAL | 67,410.97                | 0.00      |
| 70-53290 - SALT BRINE             | 622.12                   | 622.12    |
| 70-53301 - COUNTY ROAD MAINTENANC | 15,243.02                | 0.00      |
| 70-53302 - COUNTY SNOW & ICE CONT | 1,462.67                 | 0.00      |
| 70-53312 - STP - OTHERS           | 950.00                   | 0.00      |
| 70-53320 - INS ACCID              | 1,494.10                 | 0.00      |
| 70-53321 - STATE MAINTENANCE      | 15,715.00                | 0.00      |
| 70-53322 - STATE WINTER           | 790.61                   | 0.00      |
| 70-53327 - STATE ROADSIDE MAINTEN | 13.08                    | 0.00      |
| 70-53331 - LOCAL GOVT-ROAD MAINTE | 916.22                   | 0.00      |
| 70-53340 - LOCAL DEPARTMENTS SERV | 84,190.24                | 0.00      |