

**MINUTES**  
**THURSDAY, SEPTEMBER 4, 2025 – 9:00 A.M.**  
**HIGHWAY COMMITTEE OF OCONTO COUNTY BOARD OF SUPERVISORS**  
**301 WASHINGTON STREET, COURTHOUSE BUILDING “A” ROOM #3041**  
**OCONTO, WI 54153**  
[www.ocontocountywi.gov](http://www.ocontocountywi.gov)

*(Draft minutes not approved by committee)*

COMMITTEE PRESENT: David Christianson, Elmer Ragen, Bob Wolf

ABSENT: David Behrend, Joel Lavarda

OTHERS PRESENT: Brandon Hytinen, Vanessa Hasenberg, Richard Heath, Al Sleeter, Betty Bickel, Mike Beyer – CB Supervisor District 26, Barton Schindel- CB Supervisor District 19, Kurt Berner – The Samuels Group, Jeff Belongia – Huntington Securities

**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 Ragen/Wolf to approve the August 7, 2025, minutes as printed. The motion was voted and carried.

**5. Review Prior Months Vendor Payments**

Vendor payments were discussed.

**6. Communications**

- Notice of Public Hearing – Property on CTH-R for discussion during item #13.
- City of Gillett utility work required for STH-22 project has not started but is anticipated to start late September/late October.

**7. Facility Discussion**

- Oconto shop appraisal completed and valued at 2.2 million dollars.
- Berner with The Samuels Group discussed the roles their construction management firm took during the Oconto County Law Enforcement Center (LEC) and New View Industries building projects. They work directly with the county administrator and provide monthly updates to committee for transparency. Berner estimates the project to take 3 years, and explained the costs associated with waiting to move forward. Discussion on use of current location. Berner reiterated the results found in the Barrientos study that the 11 acres at the current site does not allow for growth. Also, the newer structures do not provide enough value to the overall project. Relocating to other Oconto County property would be favorable to avoid removing private property from the tax role; however, any county owned property that would meet the size recommendation is either forest lands or has inadequate access for equipment to enter roadways.
- Belongia with Huntington Securities provided handouts that showed 3 options of preliminary impacts to the tax levy with the proposed facilities project, if borrowing entire amount from tax role. Counties have 20 years to pay off amount borrowed per state statute. He explained the process used for financing the LEC and does not recommend going to referendum due to lack of information that can be provided on a ballot for voters. He believes this decision should be determined by elected board members that have received all information on the process from the beginning. Sleeter discussed possibilities of using fund balances toward the cost of the project to reduce the amount borrowed. Heath recommends creating a sub account for liquid funds that are easily trackable.

-Sleeter recommends Berner present to entire county board at a future meeting. Heath discussed resolution needed at October County Board meeting to recommend the next stage of the project which includes site analysis and schematic design. Bickel commented there is \$96,000 left in contingency fund to use toward the next step.

**8. Approve 2026 Budget**

Hytinen showed summary on screen. 2026 Budget Goals/Objectives & Changes report was also shown. Requested 1-million-dollar addition to paving account. This would allow us to pave approximately 4 additional miles on the county system. That request has since been denied due to lack of funds. Levied budget shown on screen as well as General Transportation Aide (GTA) amounts given to Wisconsin counties. Hytinen explained the amounts given are based on what we spend. Motion by Wolf/Ragen to approve the 2026 budget and forward to full County Board for approval. The motion was voted and carried.

**9. Approve Building Encroachment Easement**

A shed currently encroaches CTH-A right of way. Motion by Ragen/Wolf to approve the building encroachment easement for parcel #026-141401233CTH-A. The motion was voted and carried.

**10. Approve Sales Tax – Request for Additional Paving**

Hytinen showed map of Oconto County roads and their current pavement ratings. Requesting an additional \$500,000 of unallocated sales tax funds for paving account. This amount, as well as LRIP funding, would allow us to pave approximately 3 miles. Motion by Ragen/Wolf to send resolution to county board requesting \$500,000 of unallocated sales tax funds be allocated to improve county highway miles. The motion was voted and carried. If an appropriate segment is not found for this season, Heath said funds would be allocated for next year's paving season instead.

**11. Approve Frost Solutions Agreement**

Hytinen showed examples of camera usage on roadways in Marinette and Forest Counties. Would be utilized to view winter conditions more quickly. View is updated every 20 minutes, and instant view can also be requested. Contract shown on screen for 3 cameras and 1 weather station. Frost Solutions provides maintenance of equipment. Motion by Wolf/Ragen to enter a 1-year agreement with Frost Solutions for the cost of \$6299.00. The motion was voted and carried.

**12. Approve Salt Shed Roof Replacement Agreement**

In April 2024, one bid was received to remove and replace Suring salt shed roof for \$157,000. Hytinen requested cost for labor only from bidder and Highway Department would purchase materials and remove existing roof. Motion by Ragen/Wolf to approve bid from O'Shea Construction to install new roof system for the price of \$35,000. The motion was voted and carried.

**13. CTH-R Driveway Discussion**

Property on CTH-R requesting rezone to restricted commercial district. Location shown on screen. Hytinen recommends regrading entrance to 90 degrees and widening driveway for commercial use. Hytinen to discuss recommend changes with Broehm from Planning & Zoning Department.

**14. Speed Study Discussion**

Hytinen requested speed study on CTH-I at Oconto Falls Middle School from STH-22 to South Main Street for a cost not to exceed \$5000. WisDOT will review. Reminder to educate public on speed reduction process as well as enforcement issues.

**15. Roadwork Update**

- Design continues for CTH-C STP project.
- Design is finishing up on CTH-CC structure in Oconto Falls.
- Concrete repair continues on 4 lanes.
- Mowing brush on the state and county systems.
- Photos shown of progress on Old 64 bridge replacement in Town of Brazeau.
- Paving and striping continues.

**16. Staffing Update**

- Filling of Operator 3 position was on hold awaiting wage study results. Hytinen to talk to HR about moving forward. In addition, have an employee resigning and going to City of Oconto Falls.

**17. Equipment Update**

-No updates

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

- Last silica testing taking place week of September 22 to meet requirements for MSHA.
- Hytinen attending fall commissioner's conference on October 6-7.
- Highway Dept vs. Sheriff Dept. bag toss tournament scheduled for Sunday, October 5.
- Hytinen attended meeting held by WisDNR regarding stream crossing improvements for brook trout.

**19. Next Meeting Date**

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

**20. Adjournment**

Chair Christianson declared meeting adjourned at 11:20 am.

Vanessa Hasenberg

Recorder

Date Posted: September 10, 2025