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LANGLADE COUNTY



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MEETING MINUTES

Committee: Highway & Airport Committee
Date: Wednesday, May 10, 2023
Time: 3:15 p.m.
Location: Highway Department, 1521 Arctic Street

The following discussion was held by the Committee at the meeting detailed above:

PUBLIC HEARING AT 3:15 PM:

OPEN THE PUBLIC HEARING IN THE MATTER OF STATE AND FEDERAL AID FOR THE IMPROVEMENTS AT THE LANGLADE COUNTY AIRPORT: Don & Kathy Bintz and Alan Horzewski discussed the Petition for Airport Projects, working with the State on available funding, planning to recapture funds, increasing activity at the Airport. Horzewski listed a few of the project requests included in the resolution: Fuel System Enhancements and Hangar Rehabilitation.

Close the Public Hearing: Motion by Bardo, second by Persen to close the Public Hearing at 3:20 p.m. All ayes, motion carried. The Public Hearing is closed.

- 1. Meeting called to order at 3:20 p.m., by Chairman Wagner**
- 2. Conduct Roll Call:** Motion by Persen, second by Buck to excuse Medo. All ayes, motion carried.
- 3. Please silence all cell phones**

Highway Committee		
Name	Role	Status
Warren Wagner	Chair	Present
Roger Buck	Vice-Chair	Present
John Medo	Member	Absent
Daniel Persen	Member	Present
Carol Bardo	Appointed by Board Chair	Present
Non-Committee Members Present		
Name	Interest	
Jason Hilger	County Administrator	
Brian Braun	Highway Commissioner	
Robin Stowe	Corporation Counsel	
George Shiners	Citizen	
Don & Kathy Bintz	Langlade County Airport Managers	
Alan Horzewski	Langlade County Airport Assistant Manager	
Doug Curler	Supervisor	
Judy Nagel	County Clerk/ Recording Secretary	

- 4. Recite the Pledge of Allegiance**
- 5. Approve previous meeting minutes of March 15, 2023:** Motion by Buck, second by Persen to approve the meeting minutes of March 15, 2023. All ayes, motion carried.
- 6. Public comment on agenda items and consideration of requests for items to be added to future meeting agendas:** No public comment.

Meeting Minutes (Continued)

Airport Items:

7. **Discuss any pending Airport Projects:** Horzewski stated that Security Cameras will be installed at the Airport, in lieu of the budgeted fencing project. Bintz stated they are working on Summer preparation, working on a hangar door. Bintz stated there will be a lot of younger people at the Airport this summer, looking to do some sponsored funded projects, also looking to coordinate the County of Trails, the County Website and Airport.
8. **Discuss Resolution #14-2023: Petitioning the Secretary of Transportation for Airport Improvement Aid by Highway/Airport Committee & County Board:** Motion by Buck, second by Bardo to approve Resolution #14-2023 and forward to the May County Board. All ayes, motion carried.

Highway Items:

9. **Discuss Highway Department Damage to Mailbox Policy:** A copy of Mailbox Installations and Repairs, Langlade County Policy #90-4, was distributed to the Committee. Braun discussed the mailboxes within the ROW, sturdy enough for the elements, meeting the standard dimensions. Braun also explained the process when a mailbox claim is called in. No action, information only.
10. **Discuss Resolution from Shawano County: Request State of WI to Use a Portion of the 2023 Budgetary Surplus for the Maintenance, Repair and Replacement of County Trunk Highway System:** Braun discussed the resolution request to the State, requesting additional funding through budgetary surplus, with said funding allocated to the General Transportation Aids and Local Road Improvement Program Supplemental. Discussion held. Motion by Buck, second by Bardo to forward Resolution requesting the State of WI to use a portion of the 2023 Budgetary Surplus for Maintenance, Repair and Replacement of County Highway System. All ayes, motion carried.
11. **Discuss Snow Plowing Availability Policy:** Braun distributed a proposed policy regarding the Highway Department Snowplowing Availability. Discussion held. Motion Buck, second by Persen to approve the Snow Plowing Availability Policy. All ayes, motion carried. Changes or modifications to the Policy will be done internally.
12. **Discuss 2023 Winter Severity and the Impact on State and County Winter Maintenance Budgets:** Braun distributed a spreadsheet, for calendar years 2021, 2022 and 2023, month by month, showing winter budgeted, salt use cost, and winter expenditures, noting the 2023 Winter Maintenance has exceeded budget. Hilger stated Braun will be managing the 2023 budget, and may need a budget amendment, from the Administrative Committee, at the end of 2023.
13. **Discuss Creation of Assistant Highway Commissioner Position:** Discussion on the creation of an Assistant Highway Commissioner/Patrol Superintendent Position. Braun surveyed several counties throughout the State, gathering data on comparables, as Langlade County has very low rates for long line painting, mowing, living snow fence operations. Hilger discussed staffing rates throughout the State. Discussion held. Motion by Bardo, second by Persen to refer the creation of an Assistant Highway Commissioner/Patrol Superintendent Position to the Admin/Personnel Committees. All ayes, motion carried.
14. **Set Date for Tour of Asphalt Plant:** Discussion held as to when is a good time to tour the Asphalt Plant, as Braun would like the tour prior to full time operation of the Plant. Tour is scheduled to follow the June 14, 2023 meeting.
15. **Discuss Highway Committee Ride Along during Plow Season:** Discussion held. This agenda item will be on a Fall Agenda.
16. **Finalize plans for Highway Shop/Office Open House, May 26, 2023:** Chairman Wagner discussed the final plans for the Highway Shop/Office Open House scheduled for May 26, 2023 from 10 to Noon. Discussion on the plaque, treats, tours, attendees invited, publicity and posting history of the Highway Shop/Office.

Meeting Minutes (Continued)

- 17. Staffing updates, discussion only:** Braun discussed recruitment, still openings, and a potential candidate list from H/R Generalist.
- 18. Update or Report on Activities/Grants from County Administrator:** County Administrator Hilger discussed the highway shop workforce, working with management and staff to create a cohesive workforce. Braun discussed the Highway B Project, scheduled to start in 2025, funding is State funding.
- 19. Next Meeting date:** June 14, 2023 at 2:00 at the Highway Office.
- 20. Adjourn the May 10, 2023 Meeting:** Motion by Buck, second by Persen to adjourn the May 10, 2023 meeting at 4:33 p.m. All ayes, motion carried.

Judy Nagel, County Clerk
Recording Secretary