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## MEETING MINUTES

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**Committee:** Highway & Airport Committee  
**Date:** Wednesday, October 14, 2020  
**Time:** 7:30 AM  
**Location:** Forestry Office: Highway Annex/Forestry Conf. Room, 1633 Neva Road, Antigo, WI

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

1. Meeting called to order at 7:30 A.M, by Chairman Shinnars.
2. Roll call was conducted.

Highway Committee		
Name	Role	Status
George Shinnars	Chair	Present
Richard H. Hurlbert	Vice-Chair	Absent
Joseph Novak, III	Secretary	Present
Roger Buck	Member	Present
Richard Wiegert	Member	Present
Non- Committee Members Present		
Name	Interest	
Brian Braun	Highway Commissioner	
Robin Stowe	Corporation Counsel	
Josh Walker	Airport Manager	
Reinhardt Balcerzak	Supervisor	
Judy Nagel	County Clerk/Recording Secretary	

3. The Committee recited the Pledge of Allegiance.
4. Approval of previous meeting minutes: Motion by Novak, second by Buck to approve the September 9, 2020 Highway & Airport Committee Meeting Minutes. All ayes, motion carried.
5. Public comment on agenda items and the consideration of items to be added to future agendas: Wiegert request Braun to look into the water flow in the County Road I Culvert.

**AIRPORT:**

6. At approximately 7:40 a.m., consider moving into closed session pursuant to Section 19.85 (1)(c)(f)(e), Wis. Stats., to review employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and/or to review financial, medical, social or personnel histories of specific persons, which if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data; deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; to review the status of the Airport Manager / FBO

## Meeting Minutes (Continued)

contracted services. Motion by Buck, second by Wiegert to move into closed session at 7:31 a.m. Voice vote: Buck, aye; Wiegert, aye; Shinners, aye; Novak, aye. Those remaining in closed session: Braun, Walker, Balcerzak, Stowe and Nagel.

7. At approximately 8:00 a.m., return to open session with possible action taken on any matters discussed in closed session. Motion by Buck, second by Novak to return to open session at 8:05 a.m. All ayes, motion carried. No action taken from closed session.
8. Discuss DNR invoice from Summer Arial Fire Suppression: Walker will contact the DNR and the contractor and review the Airport minutes that set the fees.
9. Discuss security fence project: Walker has two contractors and will get a third for proposals and report back to the Committee.
10. Updates from the Airport: The Committee reviewed the Airport Manager Contract.

### HIGHWAY:

11. ATV Route update: Braun discussed a verbal request that he received regarding the ATV Route. Committee Chairman asks that requests be made in writing. Braun reviewed the ATV/UTV Route Change Request Form with the Committee. Discussion held. Motion by Wiegert, second by Buck to approve the form that will be available on the County Website, which form can be brought forth by any interested party when addressing ATV Route safety concerns. All ayes, motion carried. Discussion continued on protocol, violations, and forfeitures when using ATVs on county roads.
12. Update on vacancies: Braun stated that there are two vacancies in the Highway Shop. Personnel Committee approved filling the vacancies and creating an eligibility list. Chairman Shinners suggested determining what skills you are looking for in an applicant before interviewing.
13. Discussion on Engineering Services for replacement of Highway Shop Office area: Chairman Shinners discussed the preliminary engineering costs for the replacement of the Highway Shop Office area. Discussion as to tear down costs and building storage above the shop for county departments. The Committee agreed to proceed with getting proposals for the engineering costs.
14. Discuss casual employee positions – recruitment: Braun was contacted by DOT checking on the availability of employees to plow in the event of a COVID breakout. Discussion held.
15. Update on CTH “T” bridge/CTH “Y” bridge projects: Braun discussed the “Y” Bridget Project which is completed, at maximum funding, working with the property owner on a change. Braun discussed the “T” Bridge Project, the bridge will be built with an ATV/snowmobile lane. Discussion on the costs and the clear span for the bridge. Information only.
16. Discuss on-call list for winter season: Braun discussed the on-call list for the winter season, which includes himself, Assistant Commissioner, Shop Forman, and the three foreman and if interested, the seasonal foreman can be on-call. The Committee agreed that Braun should use his discretion for the list.
17. Schedule next meeting: November 11, 2020 at 7:30 a.m. at Forestry Office.

## Meeting Minutes (Continued)

18. Adjourn meeting: Motion by Novak, second by Buck to adjourn the meeting at 9:25 a.m. All ayes, motion carried.

Minutes transcribed and submitted<sup>i</sup> by:

Judy Nagel, County Clerk

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