



# Vernon County Highway Department

602 North Main Street  
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## Highway Committee Minutes Thursday, October 10, 2019

**Members Present:** JoAnn Nickelatti, Glenda Sullivan, Michael Leis, Dave Williams, Lorn Goede

**Others in attendance:** Commissioner Phil Hewitt, Lonnie Muller, Gail Muller, Mark Davison, Bill Schiller, Roger Call, Serena Inman

**1. Call to order, JoAnn Nickelatti, Chair, presiding**

The meeting was called to order at 9:30 a.m. by Chairperson Nickelatti.

**2. Affirmation of proper public notice of meeting**

The meeting was properly noticed.

**3. Review and approve minutes of the September 12, 2019 meeting**

Motion by Leis, seconded by Williams, to approve the minutes as presented. Motion carried.

**4. Audience to visitors – none.**

**5. Discussion and possible action on road improvement plan/policy**

A long term improvement plan and policy to determine what roads get fixed should be in place. Hewitt said he will look at a policy change for winter maintenance. Motion by Williams, seconded by Goede to start a road improvement plan and policy on maintenance. Motion carried.

**6. Discussion and possible action on vehicle use policy, county wide – shared use**

Some counties have a county-wide, long-term lease agreement and vehicles are shared between departments. At this time, it seems that the highway department wouldn't really benefit from such a program, but it's something that other departments may be interested in looking into deeper. No action taken.

**7. Discussion and possible action on priority budgeting**

Hewitt asked how, as a board, we want to prioritize our spending. Hewitt is going to move ahead and bring some information to the next meeting to try and set some policies for priority budgeting.

**8. Closed session to review PTO pay out request**

***The Chair may entertain a motion to enter into a closed session, pursuant to Wisconsin Statutes 19.85 (1) (c) & (g), "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility***

***a. Roll call vote on the above motion, and if approved, enter into closed session.***

Motion by Goede, seconded by Leis to enter into closed session. 5 yes votes, 0 no. Motion carried.



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***b. Reconvene in open session pursuant to Wisconsin Statutes Section 19.85 (2). Roll call vote if motion is not unanimous.***

Motion by Sullivan, seconded by Goede to enter open session.

***c. Action may be taken on item discussed in closed session.***

The committee makes a motion to approve PTO payout request to employee(s) pending further research with corp counsel. Motion to approve by Sullivan, seconded by Williams. Vote 4 yes, 1 No. Motion carried.

**9. Review and approve vouchers for payment**

Motion by Leis, seconded by Willisams to pay vouchers as presented.

**10. Commissioner's Report – Phil Hewitt – Non-action items**

- Shop update – there are spots where sheetrock still needs mudded, other spots the epoxy floors are already down. Water main and sewer line should be done in the next couple of weeks, then waiting on the city. December 9<sup>th</sup> is the drop dead date for the city to dig water. The anticipated move-in date is now the first week of December.
- TLE/on call employee – 75 days after retiring, former employees can be rehired and several employees have shown interest in returning part-time for plowing and mowing.
- Pickup for sale – Tom's truck sold in less than 24 hours of being listed on Facebook Marketplace. Zoning and Land & Water are both interested in Hewitt's truck. We will be selling our two junkiest trucks on Wisconsin Surplus this fall.
- Joint hydro seeder – Hewitt said he'd like to purchase another hydroseeder to share with Land & Water, but there isn't money in the budget this year and will need to make due for another year. Ours isn't suitable for mulch on steep banks so we will continue to rent from Crawford County for now.
- Building rental policy – Several people have asked Hewitt about winter storage in the buildings that are not currently used by the department. Would need to sign a liability release and charge by the square foot. Hewitt will have Nikki proceed with paperwork.
- MLS Committee & application – Hewitt has been assigned to the MLS committee that will determine project awards, but not for our region. He is applying for projects in Timber Coulee from Coon Valley to the ski hill that would be close to \$2 million. He is applying for a couple of CHIP projects as well.
- Flagger certification – Eric and Tom are attending training to be able to train all of the guys at Fall Safety Days here on site.
- Neumann tube – Landowner is stating that the Right of Way is "unsafe" in hopes that the county will make repairs. Hewitt told them we are not required to maintain a driveway in our Right of Way. The solution would be to eliminate the driveway.
- Stepp lawsuit – final actions were filed, haven't heard anything.

**11. Set next meeting date**

Next regular meeting is scheduled for Thursday, November 14, 2019 at 9:30 a.m.

**12. Adjourn**

Motion by Williams, seconded by Leis to adjourn at 10:50 a.m. Motion carried.