

**AGENDA**  
**THURSDAY, MARCH 6, 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. Award AC Oil
8. Award Burner Oil
9. Award Pulverizing and Milling
10. Award Hot Mix Asphalt
11. Approve ITU/AbsorbTech Service Agreement
12. Approve Resolution for Work Zone Awareness Week
13. Highway Facility Study Update
14. Salt Order
15. Staffing Update
16. Equipment Update
17. Road Work Update
18. Announcements/General Information (No action to be taken)
19. Next Meeting Date
20. 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: February 28, 2025

MINUTES

THURSDAY, FEBRUARY 6, 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)

(*Draft minutes not approved by committee*)

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

ABSENT: Elmer Ragen

OTHERS PRESENT: Brandon Hytinen, Highway Commissioner; Richard Heath, County Administrator; Beth Ellingson, Corporation Counsel; Al Sleeter, County Board Chair; Kim Pytleski, County Clerk; Mike Beyer, Supervisor District 26

**1. Call to Order**

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

**2. Statement of County Mission and Vision**

Brandon Hytinen, Highway Commissioner, read the Statement of County Mission and Vision.

**3. Approval of Agenda**

3.1 Change of Sequence – None.

3.2 Removal of Items – None.

Motion by Wolf/Behrend 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 January 9, 2025 minutes. The motion was voted and carried.

**5. Review Prior Months Vendor Payments**

Committee reviewed the prior month vendor payments. Discussion followed. Handout on file in the Office of the County Clerk.

**6. Communications**

Brandon Hytinen, Highway Commissioner, presented the following items:

- Notice of Public Hearings – 02/10/2025 – listed a rezone request that may require a variance.
- Invoice received from Brightspeed for \$5600.00 related to a September 2023 incident where a phone line was struck when replacing a culvert pipe. Claim for damages was rescinded following picture evidence that the line wasn't properly marked.
- Estimates for roof repairs were received from Garland Company following last month's meeting. Hytinen worked with Richard Heath, County Administrator, to move ahead with the repairs.
- WPS put a new electrical box in at CTH J and Brookside. Hytinen is working with them for a possible relocation.

**7. Approve Gravel Contract**

Hytinen explained the gravel contract was the same price of \$0.80/ton as the last contract. Motion by Lavarda/Behrend to approve the gravel contract with Roscoe/Blazek. The motion was voted on and carried. Committee signed contract.

**8. Aggregate Source Discussion**

Hytinen attended the 02/04/2025 Land & Water Resource Committee meeting to request exploration of a quarry on county forest land as the County needs to begin looking for another aggregate source. The Land & Water Resource committee approved entering into an agreement with the Highway Department to bore county forest land with the possibility of extracting material. If a source is found it can be mined with the required permits. Monty Brink, Forest, Park & Rec Administrator, will research the written agreements on file with other counties who source from county land. Discussion followed.

**9. CTH-S Right of Way**

Hytinen reported on the possible mining of pit materials from a ROW. Following discussion and review of aerial map, Committee directs Hytinen to explore the option of selling the ROW and recouping the value of the aggregate material for pit in question.

#### **10. Equipment Update**

- Loader was supposed to be delivered to DePere this week – two months early.
- Old loader will be placed for sale on WI surplus. If a bid of more than the trade in value (\$15,000.00) is not received, the option to trade in is still available.
- Paver shipment was pushed back twice from the original estimate of mid-December. Request from CAT that the new paver stay on site the week of March 17, 2025 during the training conference for visual walk arounds by others in attendance. In exchange, the cost (\$1800.00) of Oconto County sending six individuals to the training would be covered. This would move the date for the committee to view the paver back to the April meeting. Committee suggested sending down a logo to be placed on the paver.
- No updates on triaxles or pick-ups.
- Update given on fatal traffic incident on Sunday, February 2, 2025. Repairs, estimates, and insurance information were reported. State Patrol is assisting as family liaison. Discussion followed.
- Update given on traffic incident on Tuesday, February 4, 2025. The truck sustained damage of a broken spinner disk and bent guard. Discussion followed.

#### **11. Roadwork Update**

- Work continues on CTH C STP project. Consultant is working on purchasing the needed ROW at intersections getting curb and gutter. Change management request has been submitted requesting additional funds for project.
- Design continues on Pecore Road and Smyth Road bridge projects.
- Letting for Old 64 bridge is scheduled for next week.
- The Sheboygan model for preventative maintenance was discussed. This model was shown at the Highway Conference and would require a change to the formula. Such a change could stretch the repaving needs from 20 years to 30 years. This option is currently cost prohibitive for Oconto County. Sheboygan has half percent sales tax that goes to the highway for road needs.

#### **12. Staffing Update**

- Application period for the Operator position was extended until Friday, February 7, 2025 with interviews set to take place in the coming weeks.
- Driver involved in 02/2/2025 incident on leave.
- Grader Operator off for an extended period of time.

#### **13. Highway Facility Update**

- Barrientos continues to work on facilities study.

#### **14. Approve Uniform Agreement**

Price decrease. Motion by Behrend/Wolf to approve the Uniform Agreement. The motion was voted on and carried.

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

- Nextera submitted an Engineering Plan to the PSC for the solar project in Morgan.
- Rep from Garland Company will work to get budget estimates for roof replacement on Mountain shop.
- Request to review the Financial Management Policy at a future meeting.
- Reminder, formal headshots will be taken prior to the February County Board meeting.

#### **16. Next Meeting Date**

Next meeting of the Highway Committee is scheduled for Thursday, March 6, 2025, at 9:00 a.m.

#### **17. Adjournment**

Chair Christianson declared the meeting adjourned at 10:30 a.m.

Kim Pytleski, County Clerk  
Recorder

Date Posted: February 17, 2025

02/26/2025 11:55 AM

User: hwyamand

DB: Oconto

INVOICE REGISTER REPORT FOR COUNTY OF OCONTO  
 INVOICE ENTRY DATES 02/02/2025 - 03/01/2025  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

Page: 26/26

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
<b>--- TOTALS BY FUND ---</b>							
	702 - HIGHWAY			622,493.56	378,847.06		
<b>--- TOTALS BY DEPT/ACTIVITY ---</b>							
	70-16103 - HIGHWAY			<b>Salt</b> - 131,216.63	34,635.16		
	70-16105 - HIGHWAY			443.40	0.00		
	70-16114 - HIGHWAY			<b>Repair Parts</b> - 53,446.56	21,667.14		
	70-16115 - HIGHWAY			2,426.89	0.00		
	70-16116 - HIGHWAY			980.00	0.00		
	70-16119 - HIGHWAY			<b>Fuel</b> - 8,259.86	0.00		
	70-16120 - HIGHWAY			<b>Diesel</b> - 42,826.94	0.00		
	70-16122 - HIGHWAY			402.82	0.00		
	70-16123 - HIGHWAY			<b>Lubrciating Oil</b> - 8,185.31	7,432.50		
	70-53110 - HIGHWAY ADMINISTRATION			2,873.98	2,200.00		
	70-53192 - RADIO EXPENSES			62.08	62.08		
	70-53194 - DRUG & ALCOHOL TESTING			36.00	0.00		
	70-53196 - STATE ADMINISTRATION			24.00	0.00		
	70-53220 - FIELD SMALL TOOLS			(6.01)	218.13		
	70-53230 - SHOP OPERATIONS-OCONTO			2,053.58	896.44		
	70-53232 - SHOP OPERATIONS-SURING			7,132.99	2,576.17		
	70-53235 - FUEL HANDLING			15,765.30	2,889.39		
	70-53254 - COUNTY PIT SPRUCE			2,279.19	2,075.55		
	70-53260 - BITUMINOUS OPERATIONS			3,629.11	2,054.73		
	70-53271 - BLDG & GRNDS OPNS-OCON			4,887.69	758.94		
	70-53272 - BLDGS & GRNDS OPNS-MOU			7,570.30	0.00		
	70-53273 - BLDG & GRNDS OPNS-SURI			1,327.70	132.10		
	70-53274 - BLDG & GRNDS OPNS-SAMP			1,268.68	0.00		
	70-53281 - ACQUISITION OF CAPITAL			307,393.00	300,212.00		
	70-53290 - SALT BRINE			624.88	624.88		
	70-53301 - COUNTY ROAD MAINTENANC			358.56	16.99		
	70-53302 - COUNTY SNOW & ICE CONT			897.33	394.86		
	70-53312 - STP - OTHERS			3,319.50	0.00		
	70-53315 - BRIDGE			12,580.00	0.00		
	70-53322 - STATE WINTER			186.29	0.00		
	70-53331 - LOCAL GOVT-ROAD MAINTE			41.00	0.00		