

**MINUTES**  
**WEDNESDAY, JULY 23, 2025 – 10:00 AM**  
**OCONTO COUNTY TRAFFIC SAFETY COMMISSION**  
**COURTHOUSE BUILDING “A” ROOM #3041**  
**301 WASHINGTON ST. OCONTO, WI 54153**

[www.co.oconto.wi.us](http://www.co.oconto.wi.us)

*(Draft minutes, not approved by Committee)*

PRESENT: Todd Skarban, Sheriff; Jaelyn Scanlan, Public Health Officer; Jon Spice, Emergency Management Director; Jennifer Austin, Sergeant, Wisconsin State Patrol; Dan Kontos, WIDOT; Rod Hamilton, WIDOT

ABSENT: Beth Ellingson, Corporation Counsel; Brandon Hytinen, Highway Commissioner; Carol Andrews; Education Representative;

OTHERS PRESENT: Richard Heath, County Administrator; Kim Pytleski, County Clerk; Faith Patenaude, Sheriff's Office Intern; Ashlyn Allen, Sheriff's Office Intern; Bruce Jeske, County Resident

**1. Call to Order**

Sheriff Todd Skarban called the meeting to order at 10:00 a.m.

**2. Approval of Agenda**

**2.1. Change of Sequence** – None.

**2.2. Removal of Items** – None.

Motion by Scanlan/Spice to approve the agenda as presented. The motion was voted on and was carried.

**3. Approval of Minutes of Previous Meeting**

Motion by Scanlan/Spice to approve the April 23, 2025, minutes. The motion was voted on and was carried.

**4. Public Appearances / Communications** – None.

**5. Reports** – Informational Only; No Action to be Taken

**5.1. Status of Area Highway Construction and Repair Proposals**

- Rodney Hamilton, Wisconsin Department of Transportation (WIDOT) presented the report and reviewed lane/road closures in the area. Discussion followed.

Online updates can be found at: <https://projects.511wi.gov/weeklyupdates-ne/>

**5.2. WDOT BOTS Report and Updates**

- Dan Kontos, WIDOT, presented a slide show of the quarterly WIDOT information. Two fatal crashes occurred in Oconto County in quarter two 2025. Traffic safety data was reviewed. Discussion followed. More information can be found at <http://zeroinwisconsin.gov>.

**5.3. Traffic Safety Legislation Report**

- Kontos provided a legislative update. Discussion followed. Informational only. No action taken. The Governor's Conference on Highway Safety is August 19-20, 2025, in Wisconsin Dells, WI.

**5.4. Traffic Safety Coordinator Report**

- Jon Spice, Emergency Management Director, presented a Traffic Safety Coordinator update and reviewed an incident with the Commission. Discussion followed.

**5.5. Commission Member Reports**

- Jaelyn Scanlan, Public Health Officer, provided updates on events happening soon including car seat checks taking place at area libraries and reading a book on distracted driving, a hot car display at will be at the Oconto County Fair and Gillett Summer Splash, Scanlan will be attending multiple National Night Outs (NNO) in the area including presenting on the dangers of graduating from a booster seat too soon at the Suring NNO.

- Safety Town is scheduled for August 27<sup>th</sup> and 28<sup>th</sup> in the LEC conference center. This is in partnership with the Nonprofit Childcare Center.
- Jennifer Austin, WI State Patrol, will be attending National Night Out events coming up in the area.

#### **6. Locations of Traffic Hazard and Recommended Improvements to Enhance Safety**

- Sheriff Skarban brought up the speed limit and cross walk on County I in relation to the new Middle School. There is a request for reducing speed limits on portions of County I. Commission discussed compliance, an urban cross section with curb, gutter and overhead lighting. Discussion of a traffic study or traffic engineering evaluation, safe systems with a content based review, discreet speed eyes to gather data based on traffic patterns, if Baylake Regional Planning could be a resource, and the fences put up in Luxemburg to control access and direct everyone to the designated crossing areas. More discussion followed. Informational only. No action taken.

Spice out of attendance at 10:47 a.m.

- Skarban – Informed the Commission that interns Faith Patenaude and Ashlyn Allen assisted with writing the grant to purchase four solar display signs. Commission discussed location for signs, permit requirements. As criteria is specific to placement, Skarban will work with Brandon Hytinen, Highway Commissioner, regarding placement and state requirements for confirming size. Discussion followed. Information only. No action taken.

#### **7. Traffic Crashes – Community Maps Review**

##### **7.1. Spot Map Report**

- Kontos shared the spot map report. Discussion followed. Informational only. No action taken.

##### **7.2. Fatality Crash Review**

- Sheriff Skarban reviewed the two fatal accidents which occurred in quarter two 2025. Discussion followed. Informational only. No action taken.

#### **8. Traffic Safety Training**

- Traffic Incident Management Enhancement (TIME) weekend train-the-trainer class will be held October 25, 2025. Informational only. No action taken.

#### **9. Announcements/General Information (No action to be taken) – None.**

#### **10. Set Next Meeting Date**

The next regular meeting of the Traffic Safety Commission is scheduled for October 22, 2025, at 10:00 a.m. in the LEC Conference Room.

#### **11. Adjournment**

Sheriff Skarban declared the meeting adjourned at 11:12 a.m.

Kim Pytleski, Recorder

Date Posted: 08/01/2025