

## NOTICE OF MEETING

### TRANSPORTATION COMMITTEE

**September 9, 2019 - 9:00 A.M.**

Sheboygan County Transportation Department  
W5741 CTH "J"  
Plymouth WI 53073

Conference Room

#### **\*AGENDA\***

Call to Order  
Certification of Compliance with Open Meeting Law  
Citizen Input and Comments  
Approval of Minutes: Transportation Committee Meeting – August 26, 2019  
Review and Approve Vouchers  
Approval of Members to Attend Meetings or Functions  
Correspondence

#### **Airport/Highway**

Fuel Flowage Update  
Update Customs Facility  
Airport Activities and Updates  
Consideration of Resolution No. 04 (2019/20) Re: Designating All-terrain Vehicle Routes and Regulating the Operation of All-terrain Vehicles  
Consideration of Vacant Position Request Senior Maintenance Technician, Maintenance Worker and Maintenance Technician for Highway and Airport for 2020  
Highway Activities and Updates

Adjourn  
Next Scheduled Meeting: To Be Determined

Prepared by:  
Ann Gottowski 459-3822  
Recording Secretary

Roger Te Stroete  
Committee Chairperson

NOTE: The Committee welcomes all visitors to listen and observe, but only Committee members and those invited to speak will be permitted to speak

A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe, and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Wis. Stat. § 19.84 requires that each meeting of a governmental body be preceded by a public notice setting forth the time, date, place, and subject matter of the meeting. This Notice and Agenda is made in fulfillment of this obligation. Electronic versions of this Notice and Agenda may hyperlink to documents being circulated to members in anticipation of the meeting and are accessible to the public for viewing. Additions, subtractions, or modifications of the hyperlinked materials do not constitute an amendment to the meeting agenda unless expressly set forth in an Amended Notice and Agenda. Members of the public are encouraged to check from time to time before the meeting to see whether the hyperlinked content has been changed from what was originally posted.

Persons with disabilities needing assistance to attend or participate are asked to notify the Transportation Department Office at 920-459-3822 prior to the meeting so that accommodations may be arranged.

## SHEBOYGAN COUNTY TRANSPORTATION COMMITTEE MINUTES

Sheboygan County Transportation Department  
W5741 CTH "J"  
Plymouth WI 53073

**August 26, 2019**

**Called to Order: 9:00 A.M.**

**Adjourned: 9:35 A.M.**

MEMBERS PRESENT: Roger Te Stroete, Richard Bemis, Jim Glavan, Al Bosman and Curt Brauer

OTHERS PRESENT: Greg Schnell, Thomas Wegner, Bryan Olson, Chris Roenitz, Lee Kunze, and Ann Gottowski

The Sheboygan County Transportation Committee convened at 9:00 a.m. Chairman Te Stroete presiding. Chairman Te Stroete noted that the meeting was posted on August 22, 2019 at 2:15 p.m. in the lobby of the Administration Building in compliance with the open meeting law.

Supervisor Bemis made a motion and Supervisor Bosman seconded the motion to approve the minutes as presented. Motion carried.

Supervisor Glavan made a motion and Supervisor Brauer seconded the motion to approve the vouchers. Motion carried.

Transportation Director Schnell advised the US Customs facility is at 90% approval, there was discussion on where the trash enclosure should be placed, there is a meeting scheduled to discuss Ryder Cup 2020 traffic, and the construction project is on schedule and the applications have been accepted for the superintendent position and interviews will be set up in September.

Supervisor Bemis made a motion and Supervisor Glavan seconded the motion to reject the bid from Truck Equipment for two tandem axle single wing truck equipment due to lack of quality work in the past. Motion carried.

Supervisor Glavan made a motion and Supervisor Brauer seconded the motion to approve Resolution No. \_\_\_\_ (2019/20) Re: Authorizing County Aid for Bridge/Culvert Construction in the Towns of Herman, Plymouth, Sheboygan Falls, Sherman, and Wilson. Motion carried.

Supervisor Brauer made a motion and Supervisor Bosman seconded the motion to approve the Vacant Position Request LTE's Summer 2020. Motion carried.

Transportation Director Schnell advised that crews should achieve thirty miles of paving by the end of October, there are concerns about CTH "D" getting finished this year and if it cannot be where to end the project and the impact that will have in 2020. The budget will be on the Finance Committee agenda on Wednesday, August 28, 2019. The ordinance regarding designating all-terrain vehicle routes and regulating the operation of all-terrain vehicles will be on our next agenda for further review.

The next meeting will be Monday, September 9, 2019 and there will be a meeting to conduct a road tour on Monday, September 23, 2019.

Motion by Supervisor Bemis and seconded by Supervisor Glavan to adjourn at 10:06 a.m., motion carried.

Ann Gottowski  
Recording Secretary

Al Bosman  
Committee Secretary

1                                   **SHEBOYGAN COUNTY    ORDINANCE NO. \_\_\_\_\_ (2019/20)**

2  
3           **Re:    Designating All-terrain Vehicle Routes and Regulating the Operation of**  
4           **All-terrain Vehicles**

5  
6  
7           **WHEREAS**, pursuant to Wis. Stat. § 23.33, a county may designate certain highways as  
8 all-terrain vehicle routes, and

9  
10           **WHEREAS**, following due consideration of the recreational value to connect trail  
11 opportunities as weighed against possible danger, public health, liability aspects, terrain involved,  
12 traffic density, and history of automobile traffic and as authorized by Wis. Stat. § 23.33(8)(b), the  
13 Sheboygan County Board has determined that portions of certain County highways ~~shall~~may be  
14 designated as all-terrain vehicle routes as connectors between town, city, or village roads  
15 designated for ATV/UTV operation;

16  
17           **NOW, THEREFORE**, the County Board of Supervisors of the County of Sheboygan does  
18 ordain as follows:

19  
20                           Section 1.       **Creating All-Terrain Vehicle Routes and Regulations.**    Section  
21 26.07 of the Sheboygan County Code of Ordinances is hereby created to read as follows,  
22 and the present Section 26.07 (Enforcement and Penalties) is renumbered 26.08:

23  
24       26.07   ALL-TERRAIN VEHICLE ROUTES AND REGULATION

- 25  
26           (1)       STATUTORY AUTHORITY.    Open usage of County roads designated in  
27 Subsection (3) below, is done pursuant to Wis. Stat. § 23.33(8)(b) and Wis.  
28 Admin. Code § NR 64.12 and the ~~applicable~~ provisions of Wis. Stat. § 23.33  
29 and Wis. Admin. Code Ch. NR 64, including amendments, regulating  
30 all-terrain vehicle/utility-terrain vehicle (ATV/UTV) operation are adopted and  
31 incorporated herein by reference.  
32  
33           (2)       REQUIREMENTS FOR REQUESTING ATV/UTV ROUTE.  
34  
35                   (a)       Any request for an ATV/UTV route must be submitted to the  
36 Sheboygan County Transportation Department in writing and must be  
37 accompanied by a supporting resolution of the municipality in which  
38 the ATV/UTV route is located.    The submittal letter must contain the  
39 County highway(s) involved and the beginning and end location. A  
40 copy of said request for any new route shall also be provided to the  
41 Planning, Resources, Agriculture, and Extension Committee.  
42  
43                   (b)       The request must indicate the need for the route.  
44  
45                   (c)       The request must indicate who will be responsible for purchasing  
46 signs, the maintenance of signs, and name the contact person who  
47 will be responsible for this activity.  
48  
49                   (d)       The group requesting the County ~~highway~~ road use shall be  
50 responsible for installing and maintaining appropriate signage subject  
51 to the approval of the Sheboygan County Transportation Director.

52 Signage designating such roads shall be placed in accordance with  
53 Wis. Admin. Code § NR 64.12. Signs shall be inspected annually  
54 and be maintained by the group which requested route designation or  
55 its successor. The County shall be notified immediately of any  
56 change in responsibility for maintenance of signage.  
57

58 (e) Any requested route must connect two trails ~~or provide access to a~~  
59 ~~service center, or gas station/repair shop~~ and shall be minimized to  
60 the extent possible and use lower classification highways whenever  
61 possible.  
62

63 (f) Any request must be accompanied by a highlighted map illustrating  
64 the connecting route.  
65

66 (g) A right-of-way permit application and the associated fee must be  
67 submitted at the time of the request.  
68

69 (3) ROUTES. County roads, as designated by the Transportation Committee,  
70 will be open to all-terrain vehicle/utility-terrain vehicle (ATV/UTV) usage. The  
71 Transportation Director shall have authority to suspend operation on  
72 designated routes due to hazard, construction, or emergency conditions.  
73

74 (4) CONDITIONS. The following conditions shall apply to all operators and  
75 passengers operating ATV/UTVs on County highways:  
76

77 (a) All ATV/UTV operators shall observe posted speed limits or  
78 maximum speed of 35 miles per hour.  
79

80 (b) All ATV/UTV operators shall be required to carry the same liability  
81 insurance as the state requires for automobiles.  
82

83 ~~(bc)~~ No person under 18 years of age may operate or be a passenger on  
84 an ATV/UTV without wearing protective headgear of the type required  
85 under Wis. Stat. § 347.485(1)(a) and with the chin strap properly  
86 fastened except as specifically exempted under Wis. Stat.  
87 §§ 23.33(3g)(b),(c), and (d).  
88

89 ~~(ed)~~ Operation of ATVs and UTVs on roadways designated as ATV/UTV  
90 routes are authorized only for the extreme right side of the roadway  
91 on the paved surface (if the roadway is paved), except that left turns  
92 may be made from any part of the roadway that is safe given  
93 prevailing conditions.  
94

95 ~~(de)~~ All ATV/UTV operators shall ride single file.  
96

97 ~~(ef)~~ The operator of an ATV/UTV shall obey all traffic laws, local  
98 ordinances, and Department of Natural Resources regulations.  
99

100 ~~(fg)~~ The operator of an ATV/UTV shall display a lighted headlamp, tail  
101 lamps, and brake lights on the ATV/UTV and display the registration  
102 or license plate at all times.

103  
104  
105  
106  
107  
108  
109  
110  
111  
112  
113  
114  
115  
116  
117  
118  
119  
120  
121  
122  
123  
124  
125  
126  
127  
128  
129  
130  
131  
132  
133  
134  
135  
136  
137  
138  
139  
140  
141  
142  
143  
144  
145  
146  
147  
148  
149  
150  
151  
152  
153  
154

- (gh) ATV/UTV operation is at the risk of the operator. Sheboygan County has no liability for any damage or injury to persons, real property, or personal property arising out of the operation of ATVs and UTVs on designated ATV/UTV routes.
  - (i) The operator of an ATV/UTV shall operate an ATV/UTV only on such highways approved for ATV/UTV operation.
  - (j) Except as otherwise allowed by Wis. Stat. § 23.33(5), no person under age 16 may operate an ATV/UTV on a designated route unless accompanied by his or her parent or guardian or person who is at least 18 years of age.
- (5) PENALTIES. Wisconsin State ATV and UTV penalties as found in Wis. Stat. § 23.33(13) are adopted by reference, and any law enforcement officer may issue citations for violation of this Section 26.07 as authorized by Chapter 90 of this Code. Issuance of the citation and payment does not preclude compliance with the terms and conditions of this Ordinance.

Section 2. **Effective Date.** The herein Ordinance shall take effect upon enactment and publication.

Respectfully submitted this 16th day of July, 2019.

**TRANSPORTATION COMMITTEE**

_____	_____
Roger Te Stroete Chairperson	James P. Glavan, Vice-Chairperson
_____	_____
Al Bosman, Secretary	Richard C. Bemis
_____	_____
	Curt A. Brauer

Opposed to Introduction:

\_\_\_\_\_

Countersigned by:

\_\_\_\_\_

Thomas Wegner, Chairperson



# SHEBOYGAN COUNTY VACANT POSITION REQUEST

Date : 09/09/19

To : Transportation Committee Members

From : Greg Schnell

**Position Request:**

Position: Senior Maintenance Tech, Maintenance Worker and Maintenance Technician - Highway and Airport Divisions

Reason for Vacancy: All open positions in 2020, retirements, terminations, and addition to Table of Organization

**Justification:**

These positions are necessary for the maintenance and reconstruction of our roads and plowing operations.

**Staffing Consideration:**

Department has considered any and all alternate options as it relates to overall staffing needs.

YES  NO

**Budget Consideration:**

Is this position within the department's annual operating budget? YES  NO

If not, please state the amount over budget as well as the proposed source of funds:

**Costs:**

Salary Range of Requested Position: \$35,369 -60,363

DBM Salary Range of Requested Position: 22, 23 or 24

**The annual costs associated with the position (current year's wage & benefit rates):**

Wages	Benefits	Total
\$ 41,600	\$ 24,900	\$ 66,500

*(Note: costs for health and dental benefits should be net costs, after subtracting revenue from employee contributions.)*

Department Head signature \_\_\_\_\_

Date 9/9/19

Liaison Committee signature \_\_\_\_\_

Date \_\_\_\_\_

Human Resources Committee signature \_\_\_\_\_

Date \_\_\_\_\_

Form Process:

1. Department Head completes the VPA form