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**Wisconsin Department of Transportation/Wisconsin County Highway Association**

**Executive Committee Meeting**

Monday, September 11, 2023

**Time:** 10am

**Location:** Eau Claire County Highway  
5061 US Hwy 53, Eau Claire

Attendees:

Patrick Vander Sanden, Roland Hawk, Jon Johnson, Matthew Budde, Robbie Krejci, Gary Kennedy, Jim Griesbach, Rebecca Szymkowski, John Marchewka, Marv Thompson, Whitney Wilgus, David Stertz

The meeting was called to order at 10:01 am CT.

Agenda:

1. Approve meeting minutes from 7.10.23 and 8.14.23 Executive Committee meetings

A motion was made by Budde and seconded by Johnson to approve both sets of meeting minutes.

1. WisDOT – HMM Policies status/update (general update)
   1. Szymkowski provided an update on HMM policies. Four policies were brought forward to WCHA for feedback. Policy 02-25-35 has been published. Policy 02-30-60, which deals with cost provisions, is in WisDOT’s court to update accordingly and publish. Policies 02-20-96 and 02-20-86 both deal with salt sheds and lean-to buildings, and it is recommended to set up a meeting with DSTS and invite WisDOT to propose changes.
   2. Stertz noted that the solar salt pilot is discontinued, but he noted that some counties are having trouble with salt cleanliness. WisDOT will commit to paying for trucking cleaner salt to a county that claims it is having issues. WisDOT has never had a testing policy or protocol regarding salt; this year, DOT will ask for a poll of all counties to see how their salt looks coming in observationally. If it is reported that the salt is dirty, DOT will come and take samples. The goal is to figure out where the issue lies, whether it is the salt or the brine maker. WisDOT will try to provide a list of counties with clean salt.
   3. WisDOT is working through issues on non-connecting highways and sidewalks. If a municipality does not sign a state municipal maintenance agreement, WisDOT would transfer real estate back to the municipality.
   4. WisDOT is working on addressing connecting highway treatments. In Policy 02-10-15 there is an excerpt from the WTVA MOU where they will eliminate a section under corrective maintenance by municipalities regarding connecting highways.
2. WCHA Website Update
   1. Progress review meeting
      1. Wilgus has scheduled a meeting with Schmidt, Hawk, and Vander Sanden to review the website updates made thus far.
3. Associate Member Recruitment Ideas (Impact)
   1. Wilgus with Impact suggested drafting flyers to advertise associate membership, and Kennedy and Wilgus touched on some of the data issues that WCHA has. Vander Sanden will pull together a group to review the data
4. Discuss/Consider Forming Employee Review Committee
   1. Krejci and Vander Sanden will work on drafting language to form an employee review committee.
5. IRS Designation – update
   1. A mission statement must be drafted. Griesbach reviewed a list of questions for the Executive Committee to consider.
   2. Wilgus will provide examples of Conflict of Interest policies to Vander Sanden.
6. Update on centralized bidding platform
   1. Vander Sanden provided an updated; they suggested scheduling a call with InfoTech. This could potentially impact public bid law.
7. Training and Events Update
   1. LDG Road School
      1. LDG Road School is just over a week away. All vendor booths sold; 300 people are scheduled to attend. The banquet is scheduled on Tuesday night where awards will be given.
   2. Fall Commissioner Training - October 9-10, 2023, Lismore Hotel, Eau Claire
      1. Vander Sanden and Kennedy are finalizing the agenda for the Fall Commissioner’s training. Marchewka will be a speaker during the event.
   3. Winter Tech Talk – Winter Maintenance Training Experts
      1. Winter Tech Talk was set up by WCA, and WisDOT supported it. Szymkowski will have contact reach out to Vander Sanden after Thursday to begin planning. Location may be the biggest challenge; the Northeast district was suggested as a location.
   4. Snowfighter training
      1. Vander Sanden has emailed counties regarding the training.
8. Executive Director report
   1. Deputy Director – Recruitment Update
      1. Forty-three applications have been received. Vander Sanden still needs district reps to help review applications and interview candidates; he will pre-screen applications before sending to the district reps.
   2. WCA Conference
      1. Vander Sanden will be representing WCHA at the conference on Sunday.
   3. Policy Items: LRIP Program, green lights for utility vehicles, weight limit exception bill for certain milk products, other
      1. The LRIP program webinar was held. Vander Sanden noted that all parties are willing to sit down and discuss the green lights issue; however, there is little urgency on their side. The committee discussed the strategy for weight limit exception bill for certain milk products and suggested writing a letter to other committees.
9. Legislative Update
   1. Krejci provided a legislative update.
10. WCHA actions on condolences/memorials for employees in county highway departments
    1. The Executive Committee is in agreement that what was provided for the family in Winnebago was appropriate.
11. Further agenda items
    1. Apparel for WCHA
12. Next Meeting Date – October 9, 2023 at 10 am

The meeting was adjourned at 12:37 pm CT.