

LINCOLN COUNTY HIGHWAY COMMITTEE

Thursday, May 1, 2025 - 4:30 PM

MINUTES

1. Call Meeting to Order

Meeting Called to Order at 4:30 p.m.

Present In-Person: Gene Simon, Ken Wickham, Marguerite Lyskawa, Marty Lemke and Randy Detert

Visitors In Person: Jason Lemmer, Todd Bishop and Tracy Breckheimer

2. Public Comment

None

3. Approve Minutes from Previous Meetings

M/S Lyskawa/Wickham to Approve Minutes from April 3, 2025. Motion Passed by a voice vote.

a. April 3, 2025

4. Set Future Meeting(s)

July 3, 2025 should be added to next month's agenda.

a. June 5, 2025

5. Claims - General Services

No claims per Lemmer.

6. Financial Report/Vouchers

a. Financial Reports

Per Lemmer, the vegetation control budget is roughly one third used because we had an ice storm that required extra work. Overall, the numbers are looking good at this point. We had a fairly mild winter. Cash flow is looking good. The next two months will be big spending months because of the road work that is just beginning. Lyskawa asked about vegetation control and cutting brush. Per Lemmer, this is part of the rotation since we are not able to cut the right of way back completely each year on every road. Road Construction budget usage is at \$0 (starting this work today). Winter budget is at 56%. This puts us in a good spot for the end of the year.

b. Vouchers

Nothing unusual per Lemmer. Lemke asked about Sherwin Industries. Per Lemmer this is for Polymastic which is mainly used on the State Highways.

i) April 1, 2025

ii) April 8, 2025

iii) April 15, 2025

iv) April 22, 2025

7. 2024 Budget Modifications

2024 modifications were for General Maintenance.

a. 2024 Budget Modifications

M/S Wickham/Detert to Approve 2024 Budget Modifications. Motion Passed by a voice vote.

8. 2025 Budget Modifications

2025 Budget Modification is to move expenses between several accounts based on need.

a. 2025 Budget Modifications

M/S Lyskawa/Detert to Approve 2025 Budget Modification. Motion Passed by a voice vote.

9. 2026 Budget

Per Lemmer 2026 Budget is down significantly from last year.

a. 2026 Budget

M/S Lyskawa/Detert to Approve 2026 Budget. Motion Passed by a voice vote.

10. 2026 Capital Improvement Program (CIP) Requests

Per Simon, this is meant as a tool to make sure funds are set aside for future needs and planning. Per Lemmer working with other municipalities is a very important part of our operation.

Detert questioned if the dollar amounts and requests on the CIPs are accurate or more informational in nature. Per Lemmer, these numbers are living documents and not requests at this time, more of a planning tool.

a. Capital Improvement Program (CIP) Requests

M/S Wickham/Lyskawa to Approve the CIPs for 2026. Motion Passed by a voice vote.

11. 50/50 Cost Share - Bridge and Culvert Aid Program

There were 7 Cost Share requests submitted by Townships. These will be brought to the next meeting for approval.

12. Highway Department Facility's

Detert asked when the Service Center is scheduled to be paid off and discussed the need for major work at both Highway facilities. The safety of our crew members is the top priority and then the equipment that is stored there. The process will involve coming to an agreement on the need, and then working on financing.

13. Approve and Sign Commissioner's Timesheets and Travel Expenses

M/S Lemke/Wickham to Approve and Sign Commissioner's Timesheets and Travel Expenses. Motion Passed by a voice vote.

a. March 17 - 30, 2025

b. March 31 - April 13, 2025

14. Commissioner's Report on Highway Operations

May 20th is the Traffic Safety Committee meeting. Lemmer will report back.

a. Upcoming Request for Proposals

We will be putting out a Request for Proposal for a Plow Truck.

b. Summer Projects

Major projects are just starting. Pulverizing is to begin next week, paving the week after. We have a lot of Township and State work to do along with regular County work for the summer. There is discussion about a structure on Hwy D. north of Hwy B. We are still working with the DNR on options for this site. We met with

the State yesterday to discuss maintenance of our state system. The meeting went well. Paser ratings will be done in 2025.

15. Highway Employees

a. Openings and New Hires

2 individuals started in the past week. Everyone is doing a great job. We have one starting as an LTE and planning for him to switch to full time after obtaining a CDL. One person retired today, and one within the past couple of weeks.

b. Summer Help

Still have one summer help opening.

16. Items for Next Meeting Agenda

1. Lake Clara boat landing.
2. What is mandatory vs optional(budget cutbacks).

17. Adjourn

Adjourn at 5:25 p.m.