

GREEN COUNTY HIGHWAY COMMITTEE

Monday, April 13, 2026, at 9:00 a.m.

Green County Highway Department

2813 6th Street, Monroe, WI

HIGHWAY COMMITTEE MEETING MINUTES

1. Call to Order

The meeting was called to order by Chair Torkelson at 9:06 a.m.

Present: Russ Torkelson, Mark Gundlach, Kristi Leonard, William Burchard

Others Present: Chris Narveson, Kevin Bernet, Barry Einbeck, Chad Steiner

2. Approval of Minutes

- i. Approve the minutes of the March 9, 2026, meeting

Motion by Gundlach, seconded by Burchard, to approve the minutes as presented. Motion carried on a voice vote.

3. Audit Bills

Bills were reviewed. No action was taken.

4. Public Comment

No public comment.

5. Reports from Administrative Staff

- i. Kevin Bernet (Shop Foreman): Provided an update regarding equipment, operations, and inventory.
- ii. Chad Steiner (Highway Superintendent): Reported on roadwork, materials, and logistics. He also provided an update on the asphalt plant and is currently working on project estimates.
- iii. Barry Einbeck (Highway Operation Specialist): Reported on chip hauling.

6. New Business

- i. Review the quote and possibly award bid received for pulverizing on March 26, 2026.

Motion by Burchard, seconded by Leonard, to award the bid to WK Construction. Motion carried on a voice vote.

- ii. Review and possible action on a request received to close a section of CTH C in the Village of Monticello on May 16, 2026, for the Monticello Lion's Club car show.

Motion by Leonard, seconded by Gundlach, to approve the road closure. Motion carried on a voice vote.

- iii. Review and possible action to close a section of CTH C from N. and S. Main Street to E. Coates Avenue in the Village of Monticello on July 12, 2026, for the annual Monticello Homecoming parade.

Motion by Gundlach, seconded by Burchard, to approve the road closure. Motion carried on a voice vote.

- iv. Review request received from Dana Olson, on behalf of the Monticello PTO, to use sections of CTH EE on Thursday, July 9, 2026, from 7:30 p.m. to 9:00 p.m. for the 5K Pony Trot.

Motion by Leonard, seconded by Burchard, to approve the road closure. Motion carried on a voice vote.

- v. Discussion and possible action regarding employee attendance at the WCHA Summer Road School with one overnight stay from June 8 to June 10, 2026.

Motion by Burchard, seconded by Leonard, to approve two overnight stays for four employees. Motion carried on a voice vote.

- vi. Discussion and possible approval to purchase equipment under \$150,000.00.

**Motion by Burchard, seconded by Gundlach, to approve the loader purchase up to \$150,000.
Motion carried on a voice vote.**

- vii. Discussion on potential Highway shop improvements.

Commissioner Narveson presented an update on the highway facility project. Committee members oppose the proposed improvements. The Committee requests to be involved in all discussions and planning regarding the highway facility project.

- viii. Discussion and possible action on bridge inspection renewal.

Discussion held, tabled for future meeting.

7. Highway Commissioner Report: Chris Narveson

- i. Update on WIS 69 construction

Road closure from July 14 to August 30, 2026

- ii. Update on WIS 81/CTH T roundabout.

Road closure. No construction information provided by WisDOT.

- iii. Update on CTH FF project.

Bid to be ready by April 30, 2026

- iv. Green County Highway Dept. #1 in state for salt usage.

8. Approval of Bills

Motion by Gundlach, seconded by Leonard, to approve the bills as presented. Motion carried on a voice vote.

9. Future Agenda Items

- i. Discussion on age restrictions for ATV/UTV routes

10. Next scheduled meeting date: Monday, May 11, 2026, at 9:00 a.m.

11. Adjourn

Motion by Gundlach, seconded by Burchard, to adjourn. Motion carried on a voice vote.

**Prepared by:
Jami Stewart**

**Kristi Leonard
Committee Secretary**