



Wisconsin County Highway Association
Board of Directors Meeting
 Tuesday, April 25, 2023, 11 AM
 Virtual

Microsoft Teams Meeting
[Click here to join the meeting](#)
 Meeting ID: 260 681 940 349
 Passcode: z6hipJ

Present	Name	Position	Present	Name	Position
	Roland Hawk – Wood County	President		Allison Bussler – Waukesha County	Commissioner
	Jon Johnson – Eau Claire County	Past President		Kyle Kozelka – Crawford County	Commissioner
	Robbie Krejci – St. Croix County	Secretary		Tom Cornford – Crawford County	Committee Member
	Jim Griesbach – Marathon County	Treasurer		Craig Hardy – Iowa County	Commissioner
	Tim Kessler – Washburn County	Chairman		Darren Schroeder – Columbia County	Committee Member
	Marv Thompson – Barron County	Vice Chair		Nathan Check – Portage County	Commissioner
	Hans Guderyon	LDG Representative		Jake Hahn – Wood County	Committee Member
	Patrick Vander Sanden	Executive Director		Brian Duell – Clark County	Commissioner
	Gary Kennedy	Professional Development Director		Larry Hoekstra – Eau Claire County	Committee Member
	April Corrao	Impact		Greg Schnell – Sheboygan County	Commissioner
	Ron Chamberlain	Associate Member Rep		Roger Te Stroete – Sheboygan County	Committee member
				Troy Schalinske – Vilas County	Commissioner
				Ted Cushing – Oneida County	Committee Member
				Emil “Moe” Norby – Polk County	Commissioner
				Steve Warndahl – Barron County	Committee Member

Agenda:

- I. Call to Order, Roll Call of Board Members - Chair, T. Kessler
- II. Consider Minutes from Previous Meeting - Chair, T. Kessler (attached)
- III. Treasurer's Report – J. Griesbach
 - a. Balance Sheet (attached)
 - b. YTD P&L (attached)
 - c. Reconciled March P&L (attached)
 - d. Reconciled Month Expenses by Vendor (attached)
- IV. Professional Development Director's Report – G. Kennedy
- V. Review of Legislative Issues - WCHA Legislative Committee Chairman, R. Krejci
- VI. WCHA President and Chairman's Report of Activities – R. Hawk & T. Kessler
 - a. President's Report
- VII. WCHA Executive Director's Report of Activities – Patrick Vander Sanden
- ~~VIII. LRIP Pilot Program~~
 - a. LRIP Pilot Program Update
- IX. Board of Directors District Reports
 - a. North Central
 - b. Northeast
 - c. Northwest
 - d. South Central
 - e. Southeast
 - f. Southwest
 - g. West Central
 - h. Western
 - i. East Central
 - j. Southern
- X. Any Other Business Items for Discussion Only - Chair, T. Kessler
- XI. Possible Agenda Items for the Next Meeting - All
- XII. Next meeting Date & Location – June 5 @ 9 am at Chula Vista - Sierra Room
- XIII. Adjournment

Add under VII. Exec Director's report:

a. LRIP Pilot Program Update

b. RS Decision J, date



Wisconsin County Highway Association
Board of Directors Meeting
 Tuesday, March 28, 2023, 9:30 AM- 10:30 AM
 Hotel Retlaw
 Fond du Lac, WI

Microsoft Teams Meeting
[Click here to join the meeting](#)
 Meeting ID: 260 681 940 349
 Passcode: z6hipJ

Present	Name	Position	Present	Name	Position
x	Roland Hawk – Wood County	President		Allison Bussler – Waukesha County	Commissioner
x	Jon Johnson – Eau Claire County	Past President	x	Nathan Check – Portage County	Commissioner
x	Robbie Krejci – St. Croix County	Secretary	x	Brian Duell – Clark County	Commissioner
x	Jim Griesbach – Marathon County	Treasurer	x	Craig Hardy – Iowa County	Commissioner
	Tim Kessler – Washburn County	Chairman		Kyle Kozelka – Crawford County	Commissioner
x	Hans Guderyon	LDG Representative	x	Emil “Moe” Norby – Polk County	Commissioner
x	Patrick Vander Sanden	Executive Director	x	Troy Schalinske – Vilas County	Commissioner
x	Gary Kennedy	Professional Development Director	x	Greg Schnell – Sheboygan County	Commissioner
x	April Corrao	Impact	x	Travis Schultz – Juneau County	Commissioner
x	Ron Chamberlain	Associate Member Rep	x	Jake Hahn – Wood County	
x	Steve Warndell		x	Mark Servi – Barron County	Commissioner
x	Matt Erickson - Ashland		x	Larry Hoeskstra – Eau Claire	

Agenda:

- I. Call to Order, Roll Call of Board Members – President, R. Hawk, Wood Co.
 - a. Meeting started at 9:34 am

- II. Consider Minutes from Previous Meeting - President, R. Hawk, Wood Co. (attached)
 - a. Motion to approve the previous meeting minutes by T. Schultz, Juneau Co., 2nd by G. Schnell, Sheboygan Co., Motion Carried
- III. Consider Treasurer's Report and Budget Review - Treasurer, J. Griesbach, Marathon Co.
 - a. Updated 2023 budget (attached)
 - i. Motion to approve the 2023 budget by R. Krejci, St. Croix Co., 2nd by T. Schalinske, Vilas Co., Motion Carried
 - b. Letter of Support from Professional Fire Fighters-Burn Camp (attached)
- IV. Professional Development Director's Report – G. Kennedy
 - a. Flagger Training
 - i. Successful training session
 - b. Spring Commissioner's Training
 - i. 77 total-great turnout and great agenda
 - c. Pesticide Training
 - i. Gary is handing out the training books and they will need to be studied for the exam
 - d. Summer Road School – June 5th-7th
 - i. Registration will open on Monday April 3rd on the website, Registration is due by May 12
 - ii. Roland mentioned that the Chamber of Commerce was asking about their 2024 events. Roland sent an email and included Patrick, Gary, Jim and Rich. Rich at Impact to reach out to them for availability and pricing.
- V. Review of Legislative Issues - R. Krejci, WCHA Legislative Committee Chairman
 - a. Issue Papers-Patrick/Impact to send out to everyone
- VI. IRS Designation Update
 - a. Jake Curtis, Attolles Law
 - i. 2 different paths WCHA can take for their status
 - 1. 501C3 – Pro is that if anyone gives WCHA a donation, they can use that as a tax deduction and WCHA does not have to pay sales/use tax. Con is that you cannot lobby. You can only lobby 5 days max with this.
 - a. Can add the 501C4 to the 501C3
 - i. WCHA will have to create a 2nd organization if they want to go this way. Could mean that WCHA has 2 separate Exec meetings and 2 separate Board meetings, 2 separate accounts, etc.
 - 1. Per Chapter 181 you must have an annual meeting
 - 2. 501C6 – Pro is that WCHA can lobby. Con is that WCHA will have to pay sales/use tax and no tax deductions for anyone that donates.
 - ii. Discussion:
 - 1. Craig Hardy – can we get WCA to do more lobbying and use the 501C3 status?

2. Robbie Krejci – would like to see lobbying stay with WCHA and not each county on its own. Would like to see whatever we do for lobbying be legal going forward.
3. Jon Johnson - WCA does not always have the same stance on issues as WCHA.
4. WCHA will reach out to Wipfli to see what the sales and use tax will look like and will have more information for the June BOD meeting.
5. What is the downside to having 2 organizations?
 - a. Funding??
6. If WCHA does nothing, they are still going to get hit with sales and use tax.

VII. WCHA President and Chairman's Report of Activities

- a. Presidents Report (attached)
 - i. Opinion of Davis Bacon wage-it was not a good idea for the counties to pay the Davis Bacon wage. Patrick followed up and said that it is now fully understood from everyone's perspective and this shouldn't be an issue any longer.
 - ii. WisDOT policies-will have WisDOT members back at the April Executive Committee meeting to follow up on changes. Patrick to send a copy of the report/notes to Craig Hardy.

VIII. WCHA Executive Director's Report of Activities

- a. Review and discuss for WisDOT LRIP Pilot Program
 - i. Review and Take Action on WCHA Contracts tied to WisDOT LRIP Pilot Program
 1. Patrick and Roland have been involved in the process of prepping for the Pilot Program in the Fall
 2. WTA has 4 training sessions in May
 3. Why is WCHA in the middle of this?
 - a. DOT wanted WCHA to be involved so that they are working with one person, instead of all counties
 - b. There are a lot of concerns about WCHA taking this on
 - c. Motion to have towns and counties in charge of LRIP and to remove WCHA by C. Hardy, Iowa Co., 2nd by J. Johnson, Eau Claire Co., Motion Carried.
- b. Milk Haulers-wanted to request weight limit exemptions to the Governor. WCHA and WTA both sent letters against this.
 - i. Farm Bureau proposed legislation for Ag roads or routes - specific to roads that go to ag industries
- c. Tim Kessler attended the Legislative Day with the Utilities – the Utilities would like to take on the use of Green lights. WCHA would like to keep it to only the municipality vehicles. Robbie thinks we should have announcements sent out twice a year for reminders.
 1. Utilities will have a meeting next week and Patrick asked if someone on the Board could attend the meeting. Patrick to confirm meeting date and time. Robbie Krejci would be willing to go to the meeting.

IX. Board of Directors District Reports

- a. North Central – Nathan Check gave a report

- i. The following items were discussed at the Northcentral Region meeting: Herbicide control the state system for wild parsnip and woody vegetation, PSC Broadband Forward Community ordinance, review of brine costs for rock salt versus solar salt, topics for future Road School and Commissioner training events, HR recruitment and retention issues.
 - b. Northeast – Gregg Schnell gave a report
 - c. Northwest - N/A
 - d. South Central – N/A
 - e. Southeast – Hans Guderyon gave a report
 - f. Southwest - N/A
 - g. West Central – Brian Duell gave a report
- X. Any Other Business Items for Discussion Only –
 - a. 5 new Commissioners in June
 - b. DNR & DOT – DNR has (2) Notice of Public Intents right now. Can the WCHA Executive Committee will look into these and send something out to the association? Craig Hardy will forward these notices to Patrick.
 - c. DNR is now saying that treated lumber on bridges is now hazardous waste. Can the WCHA Executive Committee will look into these and send something out to the association?
 - d. Incident reporting-report incidents to Patrick or Craig Hardy
- XI. Possible Agenda Items for the Next Meeting -
- XII. Next meeting Date & Location – April (Virtual) at 11am
- XIII. Adjournment at 11:44 am

Wisconsin County Highway Association

Statement of Financial Position

As of March 31, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Associated Checking	291,524.64
Associated Conference Checking	58,242.38
Associated Money Market	202,101.73
Road School Checking	2,000.00
Total Bank Accounts	\$553,868.75
Total Current Assets	\$553,868.75
TOTAL ASSETS	\$553,868.75
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	
Federal Taxes (941/943/944)	5,221.86
Federal Unemployment (940)	24.00
WI Income Tax	1,191.24
WI SUI Employer	1,680.00
Total Payroll Liabilities	8,117.10
Total Other Current Liabilities	\$8,117.10
Total Current Liabilities	\$8,117.10
Total Liabilities	\$8,117.10
Equity	
Opening Balance Equity	549,205.73
Retained Earnings	-64,091.40
Net Revenue	60,637.32
Total Equity	\$545,751.65
TOTAL LIABILITIES AND EQUITY	\$553,868.75

Wisconsin County Highway Association

Statement of Activity

January - March, 2023

	TOTAL
Revenue	
Associate Member Dues	28,800.00
Commissioner's Spring Training Conference	7,607.00
Interest Income	149.43
NACE	14,850.00
Pesticide Training - Waukesha County	8,688.00
Pesticide Training - Waupaca County	6,510.00
WI Flagger Handbook Instructor Training - Brown County	2,475.00
WI Flagger Handbook Instructor Training - Chippewa County	4,158.00
WI Flagger Handbook Instructor Training - Columbia County	3,366.00
Winter Road School	148,014.00
Winter Road School - Auction	9,155.00
Total Winter Road School	157,169.00
Total Revenue	\$233,772.43
GROSS PROFIT	\$233,772.43
Expenditures	
Administrative Services Expense	19,312.50
Bank & Credit Card Fees	2,577.99
Commissioner's Spring Training Expenses	281.47
Events Coordinator Expense	23,250.00
Executive Director Expense	29,897.99
Flagger Instructor Training Expense	4,818.09
Meeting Expenses	902.96
Misc. Expense	75.00
NACE Exp. Reimbursement	2,629.70
Office Supplies Expense	1,062.45
Payroll Expenses	
Health Reimbursement	470.76
Other Payroll Expenses	2,125.00
Taxes	3,540.00
Wages	24,000.00
Total Payroll Expenses	30,135.76
Pesticide Training Expense	3,865.12
Professional Services Expense	6,579.10
Reimbursements	470.76
TDA Dues Expense	235.00
TDA Fly In Expenses (BOD)	2,047.89
TDA Fly In Expenses (Executive)	7,795.15
TDA Sponsorships	700.00

Wisconsin County Highway Association

Statement of Activity

January - March, 2023

	TOTAL
Winter Road School Expenses	35,559.78
Winter Road School - Auction Expenses	938.40
Total Winter Road School Expenses	36,498.18
Total Expenditures	\$173,135.11
NET OPERATING REVENUE	\$60,637.32
NET REVENUE	\$60,637.32

Wisconsin County Highway Association

Statement of Activity

March 2023

	TOTAL
Revenue	
Associate Member Dues	16,800.00
Commissioner's Spring Training Conference	1,584.00
Interest Income	51.48
NACE	9,900.00
Pesticide Training - Waukesha County	2,715.00
Pesticide Training - Waupaca County	1,267.00
WI Flagger Handbook Instructor Training - Brown County	2,475.00
WI Flagger Handbook Instructor Training - Chippewa County	4,158.00
WI Flagger Handbook Instructor Training - Columbia County	3,366.00
Winter Road School	-683.00
Total Revenue	\$41,633.48
GROSS PROFIT	\$41,633.48
Expenditures	
Administrative Services Expense	5,568.75
Bank & Credit Card Fees	707.80
Commissioner's Spring Training Expenses	215.32
Events Coordinator Expense	7,750.00
Executive Director Expense	826.70
Flagger Instructor Training Expense	4,818.09
Meeting Expenses	587.24
Misc. Expense	25.00
Office Supplies Expense	403.94
Payroll Expenses	
Taxes	1,158.00
Wages	12,000.00
Total Payroll Expenses	13,158.00
Pesticide Training Expense	3,865.12
Professional Services Expense	6,579.10
Reimbursements	470.76
TDA Fly In Expenses (BOD)	2,047.89
TDA Fly In Expenses (Executive)	6,646.02
Total Expenditures	\$53,669.73
NET OPERATING REVENUE	\$ -12,036.25
NET REVENUE	\$ -12,036.25

Wisconsin County Highway Association

Expenditures by Vendor Summary

March 2023

	TOTAL
Affinipay	693.30
Associated Bank	4.00
Attolles Law, S.C.	6,579.10
Cardmember Services	1,254.59
Clark County Highway Department	749.93
Crawford County Highway Department	1,297.96
DFI	25.00
Domino's Pizza	312.91
Eau Claire County	1,382.10
Force America	600.00
Gary Kennedy	11,750.00
Hotel Retlaw	96.00
Impact AMC	5,940.16
James Griesbach	125.17
Jon Johnson	132.23
Marathon County Highway Department	1,320.11
Marco's Pizza	194.58
Melio (QB)	10.50
OfficeMax	138.21
PAT, Agronomy UW Madison	568.00
Patrick Vander Sanden	659.35
Pizza Hut	183.68
Roland Hawk	127.30
St. Croix County Highway	1,290.71
USPS	9.85
UW Madison Accounting Services	3,100.00
Walmart	295.30
Wisconsin Concrete Pavement Association (WCPA)	803.00
Wood County Highway Department	1,768.40
Zoom	32.53
TOTAL	\$41,443.97