

**Town of Brooklyn, Green County, WI – Highway Committee
Meeting Minutes April 5, 2017**

The meeting was called to order at 1:00 PM on Wednesday April 5, 2017 at the Town Hall. In attendance were Ted Belanus, Hans Herweijer (chair) and Steve Sackett. Also attending was David Hall, town resident. The chair advised that the required meeting notice posting was completed.

Minutes of previous meetings

The minutes of the 5 January 2017 meeting were unanimously approved by voice vote on a motion by Herweijer, seconded by Belanus.

The minutes of the 17 January 2017 were unanimously approved by voice vote on a motion by Sackett, seconded by Belanus. Herweijer abstained.

The minutes of the 13 March 2017 meeting were unanimously approved by voice vote on a motion by Belanus, seconded by Sackett.

Benson Road reconstruction project

The committee discussed the ongoing and planned activities for this project. Green County is preparing a bid for the bridge demolition and replacement work. Lead time for the culvert is around 4 weeks. Assuming the bid is accepted by the Town Board and work can commence without delay, replacement should be completed by late May – mid June. Ideally road reconstruction should start after the bridge work is completed.

A draft request for proposals (RFP) for the reconstruction work was discussed. The RFP will indicate the need to coordinate the project with the bridge replacement work, request quotes for single pass (~20') and double pass (2 x ~10') asphalt placement, allow for separate or combined quotes for asphalt material and placement, and no separate bid items for driveway kickouts.

The committee discussed the RFP review process. As done previously, the committee recommends to hold a public meeting (optionally in combination with the Town Board) immediately following the RFP due date to publically record the bids.

Herweijer will amend the draft RFP as discussed and present it to the Town Board.

Informational items

- Steve Sackett and Hans Herweijer are planning to attend the Green County Local Government Day (April 10, 11:00 AM in Monroe).
- David Hall was asked if he would like to join the Highway Committee. He kindly agreed to do so. His candidature will be brought to the Town Board for appointment.

The meeting was adjourned at 2:17 PM on a motion by Belanus that passed on a voice vote.

Respectfully submitted, Hans Herweijer.