

ASHLAND COUNTY

Wisconsin

HIGHWAY COMMITTEE

Monday, May 11, 2026 at 9:00 AM

Highway Department Conference Room, 39181 State Highway 13, Highbridge, Wisconsin

Committee

Gary Eder - Marques Jolma - William Metzinger - James Schultz - Thomas Trudeau

Remote Zoom Meeting

<https://us02web.zoom.us/j/85984468592?pwd=phOFIYTgoq1IhbCbrniZLxWwoTBLC9.1>

Call in #: 309-205-3325

Meeting ID: 859 8446 8592

Passcode: 670549

A G E N D A

- 1. CALL TO ORDER/ROLL CALL**
- 2. HIGHWAY DEPARTMENT OVERVIEW** Highway Department Overview
- 3. ELECTION OF COMMITTEE CHAIR & VICE-CHAIR** Election of Committee Chair & Vice-Chair
- 4. APPROVAL OF AGENDA**
- 5. APPROVAL OF MINUTES**
 - a. Approval of Highway Committee Meeting Minutes
April 13, 2026
- 6. PUBLIC COMMENT PERTINENT TO AGENDA ITEMS, RESOLUTIONS, ORDINANCES OF THE DAY** (3 minutes per speaker/30-minutes limit total)
- 7. REPORTS/UPDATES**
- 8. DISCUSSION / ACTION ITEMS**
 - a. County Bridge Aid
 - b. Xcel Property Lease
 - c. Summer Conference
 - d. Highway Committee Road Tour
 - e. Comprehensive Plan
- 9. FUTURE AGENDA ITEMS**
- 10. SCHEDULE NEXT MEETING DATE**
- 11. ADJOURN**

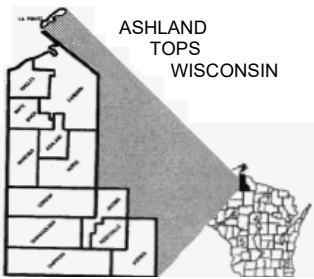
Any person wishing to attend who, because of a disability, requires special accommodations, should contact the Highway Office Manager at 715-274-3662, extension 1 at least 24 hours before the scheduled meeting time so appropriate arrangements can be made.

Ashland County Highway Department
Committee Meeting Minutes
39181 State Hwy 13
Highbridge, WI 54846
April 13, 2026

Regular Monthly Highway Committee Meeting was held on Monday, April 13, 2026 at 9:00 a.m. in the Ashland County Highway Department Conference Room in Highbridge, WI.

- Item 1. Meeting was called to order by Highway Committee Chair, William Metzinger at 9:00 a.m. Members in attendance were Martin Vitek (arrived at 9:01 am), Tom Riemer, James Schultz, Thomas Trudeau. Also present: Highway Commissioner Matt Erickson, Office Manager Marcy Henri, and County Board Chair Gary Mertig. County Administrator Dan Grady and Grant Writer Erica Hannickel attended via Zoom.
- Item 2. Approval of Agenda - Motion made to approve agenda made by Jim, 2nd by Tom R. Motion carried.
- Item 3. Approval of Meeting Minutes. Motion by Tom T and seconded by Tom R to approve February 23, 2026 meeting minutes as presented. Motion carried.
- Item 4. Public Comment – none
- Item 5. Commissioner Report: Employees: We are currently looking for two full time operators (reporting to the Ashland shop in the winter). We recently terminated the most recently hired operator due to several safety incidents. We have hired 3 summer staff and are looking for 1 additional. The employee who was hired for the part-time position is working out well.
Work: The majority of our work has been plowing, salting continued icy conditions, right of way maintenance, patching on STH 13 & 2 and CTH GG. Upcoming projects will include pulling shoulders, crack sealing, mastic, culverts for Forest Service.
Construction: STH 13 precon last week, removing trees around scheduled culvert work has started and needs to be completed by April 15, construction is scheduled to start April 27.
STH 77 precon is not yet scheduled, City of Mellen has started water utility work ahead of the State project.
McCarthy Creek bridge precon is scheduled in early May and June closure of CTH GG is anticipated.
- Item 6.a. Discussion/action on CTH M Asphalt Bid: The bid came in about \$105,000 over budget. Sealcoating bids came in well under budget (estimated savings on CTH GG is about \$92,000 & \$82,000 on CTH N—total savings \$174,000). Contractor estimates we can trim up to \$50,000 for wedging from the project leaving the amount over at \$55,000. Motion by Marty, 2nd by Tom R to approve changes and increased cost of CTH M project. Motion carried.
- Item 6.b. Discussion/action on CTH GG Project: Funds were released last week & Wisconsin DOT is ready to bid in June. Matt discussed options regarding moving forward this year versus putting it off to next year. Motion made by Jim to move forward with June bid, seconded by Marty. Motion carried.

- Item 6.c. Discussion/action on County Bridge Aid: Matt updated the Committee on progress with Municipality discussions. Tom R moved, seconded by Tom T, to table until the next meeting. Motion carried.
- Item 6.d. Comprehensive Plan Update—no updates
- Item 7. Recognize Committee Members Service: Matt extended the Highway Department's thanks to all of the Committee Members and we recognized Marty for 10 years of service and Tom R for 2 years of service. The newly elected County Board reorganization is scheduled for April 24, 2026. The new Highway Committee will be elected at that meeting.
- Item 8. Items for next meeting: Reorganization of Highway Committee, County Bridge Aid, Madeline Island & Facility Tour
- Item 9. Next meeting date: May 11, 2026, 9:00 am
- Item 10. Adjournment. Motion by Jim, 2nd by Tom R to adjourn at 9:35 a.m. Motion carried.



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39181 State Hwy 13
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Phone: 715-274-3662 Fax: 715-274-8009

Matt Erickson, Highway Commissioner

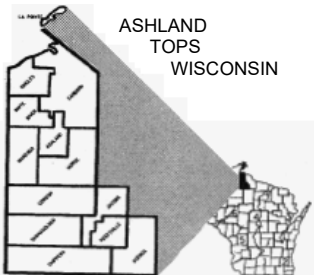
Kim Rikkola, Patrol Superintendent

Marcy Henri, Office Manager

Robert Piff, Shop Superintendent

County Bridge Aid- yes= supports, no= does not support, no x= no response

Towns/Village	Yes	No
Town of Agenda	X	
Town of Ashland	X	
Town of Chippewa	X	
Town of Gingles	X	
Town of Gordon	x	
Town of Jacobs		
Town of La Pointe		X
Town of Marengo	X	
Town of Morse	X	
Town of Peeksville		
Town of Sanborn	x	
Town of Shanagolden		
Town of White River	X	
Village of Butternut	X	



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Ashland County Bridge/Culvert Aid Policy

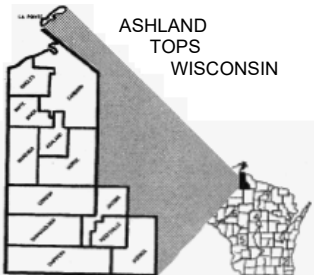
This policy outlines the procedure and requirements for Towns requesting financial assistance from Ashland County for the construction or repair of bridges or culverts, in accordance with Wisconsin Statute §82.08. A copy of the statute is available upon request.

Eligibility Criteria

- Only existing culverts 36 inches or larger in diameter are eligible.
- The Town and County each pay 50% of eligible project costs.
- Costs may include only necessary approach work, up to 100 feet.
- Projects petitioned in one year are eligible for reimbursement the following year (e.g., Petition in August 2025 → Project completed in 2026).
- Petitions and reimbursement requests must use forms provided by the Highway Department.
- This program is separate from federal bridge aid, but if a bridge qualifies for federal aid, County Bridge Aid may be used to cover the Town's share.
- An administrative fee will be charged to the Town, as allowed by §82.08(8).

Application & Project Process

1. Pre-Inspection Request
The Town must contact the Highway Commissioner to arrange a pre-inspection. This inspection determines eligibility and identifies any required permits.
2. Eligibility Confirmation
The Commissioner will provide written confirmation of eligibility. A cost estimate can also be requested at this time.
3. Town Board Approval
The Town Board must vote to proceed with the project using County Bridge Aid.
4. Petition Submission
A petition must be signed by the Town Chairperson and submitted to the Highway Commissioner, along with:
 - A copy of the Town Board meeting minutes approving the project.
 - Petitions must be received by September 1 to be eligible for the next year's funding.



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5. County Review

The Highway Commissioner and Highway Committee will review and notify the Town in writing if the petition has been accepted.

6. Construction Oversight

The Highway Committee and Town Board jointly oversee:

- Design and sizing
 - Bidding or letting
 - Inspection and acceptance
- Both parties must agree on the final cost. Failure by the Town to coordinate with the County may **forfeit aid eligibility**.

7. Project Completion

- If the County performs the work, the Town is billed 50% of the final cost. The County will handle permits and approvals.
- If the Town or a contractor performs the work, the County is billed 50%, but the Town is responsible for permits (e.g., DNR).

8. Reimbursement Request

- Submit the completed reimbursement form by October 1 in the year the project is completed.
- Attach invoices and cost documentation.
- Reimbursement will be issued on or before December 31 of the same year.

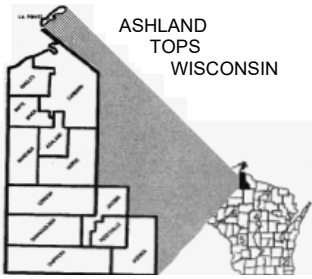
9. Village Participation

Villages may participate under this program if they follow Wisconsin Statute §61.48.

10. Federal Aid Projects

Bridges qualifying for federal aid under Chapter Trans 213 are typically funded:

- 80% Federal
 - 10% Town
 - 10% County
- A petition must still be filed using this policy's procedures for County aid to apply.



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Emergency Bridge/Culvert Aid

Under §82.08(4), emergency aid may be available for failed bridges or culverts requiring immediate replacement.

- Do not repair or replace a failed structure before contacting the Highway Commissioner.
- The Commissioner must conduct a pre-inspection to determine eligibility.
- Emergency projects follow the same process and guidelines as standard projects.
- Emergency Bridge Aid is administered by the Highway Commissioner

Questions?

Contact the Ashland County Highway Commissioner for forms, scheduling a pre-inspection, or any other assistance.

WI Statute 82.08-

82.08 Town bridges or culverts; construction and repair; county aid.

(1) Petitions. A town that has voted to construct or repair any bridge or culvert that is on, or that after the construction will be connected to, an existing highway maintained by the town may file a petition for county aid with the county highway commissioner. The petition shall describe the location and size of the bridge or culvert and shall contain a statement that the town has provided the funds required by sub. (3).

(2) Funding requirements.

(a) Except as provided in par. (b), upon receipt of a petition for a bridge or culvert with a 36-inch or greater span, or a structure of equivalent capacity to carry water, the county board shall appropriate the sum required by sub. (3) and shall levy a tax therefor. The tax, when collected, shall be held in a separate account administered by the county highway committee.

(b) If on January 1, 2003, a county has a policy of providing funding only for bridges and culverts larger than the requirement of par. (a), the county may refuse to fund bridges and culverts that do not meet the minimum requirements of that policy. The minimum size bridge or culvert that a county is required to fund under this section may be raised, but not lowered, by the affirmative vote of a majority of the towns in the county. The county board of any county that has never granted aid under this section may, in its discretion, refuse all petitions under sub. (1).

(3) Shared cost. The town and county shall each pay one-half of the cost of construction or repair. In determining the cost of construction or repair of any bridge or culvert, the cost of constructing or repairing any approach not exceeding 100 feet in length shall be included.

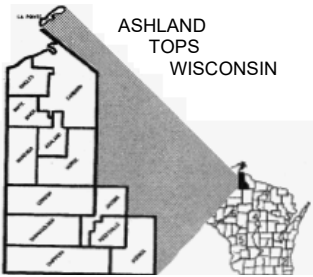
(4) Emergency petition. Whenever the construction or repair of any bridge or culvert must be made without delay, the town board may file its petition with the county clerk and the county highway committee, explaining the necessity for immediate construction or repairs. It shall then be the duty of the town board and the county highway committee to construct or repair the bridge or culvert as soon as practicable. The construction or repair of a bridge or culvert undertaken pursuant to this subsection shall entitle the town to the same county aid that the town would have been entitled to had it filed its petition with the county board as provided in sub. (1).

(5) Supervision over design, construction, and cost. The county highway committee and the town board shall have full charge of design, sizing, letting, inspecting, and accepting the construction or repair, but the town board may leave the matter entirely in the hands of the county highway committee. The county highway committee and the town board must agree on the cost of the project and must consult each other during construction.

(6) Construction requirements. No county order may be drawn under sub. (2) for the construction of a bridge or culvert unless the design and construction comply with requirements under s. 84.01 (23).

(7) No tax. Except as provided in ss. 61.48 and 84.14 (3), nothing contained in this section shall authorize the levy of a tax upon the property in any city or village that is required to maintain its own bridges.

(8) Administration charge. The county may charge the towns that apply for aid under this section an administration charge. The administration charge shall be fixed as a percentage of the total costs of administering aid under this section and the percentage shall be no more than the percentage that the county charges the state for records and reports.



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Marcy Henri, Office Manager Robert Piff, Shop Superintendent

Petition for County Bridge/Culvert Aid

To: Ashland County Highway Committee

The Town of _____, by its Town Board, respectfully submits this petition for County Bridge/Culvert Aid.

At the Town meeting held on the ____ day of _____, 20__, the Town Board approved a project to construct or repair a bridge/culvert located on a Town-maintained highway at the following location:

- **Road Name:** _____
- **Project Location (describe in detail):** _____

The Town affirms that it will provide its share of the project cost in accordance with Wisconsin Statutes 82.08 and 81.38, which require:

- Town pays the first \$750.00
- County pays the next \$750.00
- Remaining costs are split 50/50 between Town and County

The total estimated project cost is \$_____.

The work will be completed by:

☐ Town forces ☐ County forces ☐ Contractor

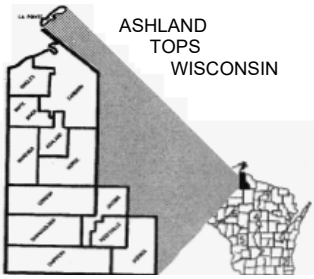
Dated this ____ day of _____, 20____.

Town Chairperson (signature)-

County Action

We, the Ashland County Highway Committee, respectfully recommend that this petition ☐ **Be** / ☐ **Not Be** granted.

Highway Committee Chairperson (signature)-



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County Bridge Aid Funding Policy and Distribution Process

Each year, the Highway Department will accept bridge aid petitions from Towns until September 1 for projects planned in the following year.

Annual Funding Limit

- Total annual funding is capped at \$100,000.
- Priority is given to Towns based on a tracking spreadsheet maintained by the Highway Commissioner. This spreadsheet records:
 - Each Town's annual entitlement
 - Past bridge aid awards (This process is similar to how LRIP funding is tracked.)
- Towns with the largest entitlement accumulation will be given priority.
- If a project involves a full bridge replacement, it will not count against the \$100,000 annual limit, but will be tracked in the spreadsheet.

Emergency Bridge Aid Fund

- A separate Emergency Bridge Aid Fund will be established with a limit of \$100,000.
- The same spreadsheet will be used to determine priority for emergency funding.

Town Entitlement Breakdown

Refer to the table below for each Town's entitlement. Note that these amounts are based on 2024 property values and may change from year to year as property values are updated.



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County Bridge Aid

\$100,000 increase spread across all Townships

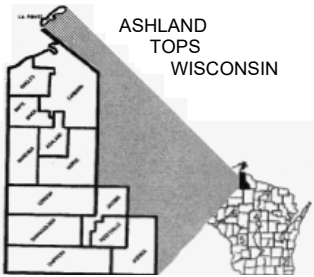
Township	% of county levy 2024 (just Towns)	Approx. Share of Bridge Aid	Approx. Rate	Est. Tax Increase per 1,000		
Agenda	6%	\$ 5,553.59	0.000094342	\$ 0.09		
Ashland	6%	\$ 5,995.36	0.000096808	\$ 0.10		
Chippewa	6%	\$ 6,278.05	0.000127356	\$ 0.13		
Gingles	8%	\$ 8,328.60	0.000144211	\$ 0.14		
Gordon	9%	\$ 8,920.41	0.000096835	\$ 0.10		
Jacobs	5%	\$ 5,418.59	0.000136311	\$ 0.14		
LaPointe	31%	\$ 31,076.05	0.000088373	\$ 0.09		
Marengo	5%	\$ 4,652.58	0.000142780	\$ 0.14		
Morse	8%	\$ 7,903.96	0.000141071	\$ 0.14		
Peeksville	2%	\$ 2,461.44	0.000129182	\$ 0.13		
Sanborn	2%	\$ 2,061.47	0.000132281	\$ 0.13		
Shanagolden	3%	\$ 3,112.48	0.000130724	\$ 0.13		
White River	8%	\$ 8,237.44	0.000151081	\$ 0.15		
	100%	\$ 100,000.00				

To get tax increase for a given property, multiply their total assessed value by the Approx. Rate

County Bridge Aid Mock Entitlement Spreadsheet

Township	2025 Share of Bridge Aid	2025 Entitlement	2025 Usage	Balance		2026 Share of Bridge Aid	2026 Entitlement	2026 Usage	Balance
Agenda	\$ 5,553.59	\$ 5,553.59	\$ 6,000.00	\$ (446.41)		\$ 5,553.59	\$ 5,107.18	\$ 50,000.00	\$ (44,892.82)
Ashland	\$ 5,995.36	\$ 5,995.36	\$ 5,000.00	\$ 995.36		\$ 5,995.36	\$ 6,990.71	\$ 10,000.00	\$ (3,009.29)
Chippewa	\$ 6,278.05	\$ 6,278.05	\$ 3,000.00	\$ 3,278.05		\$ 6,278.05	\$ 9,556.09	\$ -	\$ 9,556.09
Gingles	\$ 8,328.60	\$ 8,328.60	\$ 15,000.00	\$ (6,671.40)		\$ 8,328.60	\$ 1,657.19	\$ -	\$ 1,657.19
Gordon	\$ 8,920.41	\$ 8,920.41	\$ 14,000.00	\$ (5,079.59)		\$ 8,920.41	\$ 3,840.82	\$ -	\$ 3,840.82
Jacobs	\$ 5,418.59	\$ 5,418.59	\$ 3,000.00	\$ 2,418.59		\$ 5,418.59	\$ 7,837.18	\$ 10,000.00	\$ (2,162.82)
LaPointe	\$ 31,076.05	\$ 31,076.05	\$ 7,000.00	\$ 24,076.05		\$ 31,076.05	\$ 55,152.10	\$ 30,000.00	\$ 25,152.10
Marengo	\$ 4,652.58	\$ 4,652.58	\$ 12,000.00	\$ (7,347.42)		\$ 4,652.58	\$ (2,694.84)	\$ -	\$ (2,694.84)
Morse	\$ 7,903.96	\$ 7,903.96	\$ 11,000.00	\$ (3,096.04)		\$ 7,903.96	\$ 4,807.92	\$ -	\$ 4,807.92
Peeksville	\$ 2,461.44	\$ 2,461.44	\$ 5,000.00	\$ (2,538.56)		\$ 2,461.44	\$ (77.12)	\$ -	\$ (77.12)
Sanborn	\$ 2,061.47	\$ 2,061.47	\$ 6,000.00	\$ (3,938.53)		\$ 2,061.47	\$ (1,877.07)	\$ -	\$ (1,877.07)
Shanagolden	\$ 3,112.48	\$ 3,112.48	\$ 5,000.00	\$ (1,887.52)		\$ 3,112.48	\$ 1,224.95	\$ -	\$ 1,224.95
White River	\$ 8,237.44	\$ 8,237.44	\$ 8,000.00	\$ 237.44		\$ 8,237.44	\$ 8,474.88	\$ -	\$ 8,474.88
Totals	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ (0.00)		\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ -

Township	2027 Share of Bridge Aid	2027 Entitlement	2027 Usage	Balance		2028 Share of Bridge Aid	2028 Entitlement	2028 Usage	Balance
Agenda	\$ 5,553.59	\$ (39,339.23)	\$ -	\$ (39,339.23)		\$ 1,499.47	\$ (37,839.76)	\$ -	\$ (37,839.76)
Ashland	\$ 5,995.36	\$ 2,986.07	\$ -	\$ 2,986.07		\$ 1,618.75	\$ 4,604.81	\$ 2,000.00	\$ 2,604.81
Chippewa	\$ 6,278.05	\$ 15,834.14	\$ 5,000.00	\$ 10,834.14		\$ 1,695.07	\$ 12,529.21	\$ 15,000.00	\$ (2,470.79)
Gingles	\$ 8,328.60	\$ 9,985.79	\$ -	\$ 9,985.79		\$ 2,248.72	\$ 12,234.51	\$ -	\$ 12,234.51
Gordon	\$ 8,920.41	\$ 12,761.23	\$ 2,000.00	\$ 10,761.23		\$ 2,408.51	\$ 13,169.74	\$ 13,000.00	\$ 169.74
Jacobs	\$ 5,418.59	\$ 3,255.77	\$ -	\$ 3,255.77		\$ 1,463.02	\$ 4,718.79	\$ 5,000.00	\$ (281.21)
LaPointe	\$ 31,076.05	\$ 56,228.15	\$ 5,000.00	\$ 51,228.15		\$ 8,390.53	\$ 59,618.68	\$ 20,000.00	\$ 39,618.68
Marengo	\$ 4,652.58	\$ 1,957.74	\$ -	\$ 1,957.74		\$ 1,256.20	\$ 3,213.94	\$ 4,000.00	\$ (786.06)
Morse	\$ 7,903.96	\$ 12,711.88	\$ 5,000.00	\$ 7,711.88		\$ 2,134.07	\$ 9,845.94	\$ 7,000.00	\$ 2,845.94
Peeksville	\$ 2,461.44	\$ 2,384.32	\$ -	\$ 2,384.32		\$ 664.59	\$ 3,048.91	\$ 5,000.00	\$ (1,951.09)
Sanborn	\$ 2,061.47	\$ 184.40	\$ -	\$ 184.40		\$ 556.60	\$ 740.99	\$ 2,000.00	\$ (1,259.01)
Shanagolden	\$ 3,112.48	\$ 4,337.43	\$ 4,000.00	\$ 337.43		\$ 840.37	\$ 1,177.80	\$ 15,000.00	\$ (13,822.20)
White River	\$ 8,237.44	\$ 16,712.32	\$ 6,000.00	\$ 10,712.32		\$ 2,224.11	\$ 12,936.43	\$ 12,000.00	\$ 936.43
Totals	\$ 100,000.00	\$ 100,000.00	\$ 27,000.00	\$ 73,000.00		\$ 27,000.00	\$ 100,000.00	\$ 100,000.00	\$ (0.00)



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To: Highway Committee

From: Matt Erickson

Date: 5/7/2026

RE: Possible County Property Lease

Regarding the possible lease of County-owned property, the Ashland County Highway Department was approached by Xcel Energy concerning the lease of approximately 40 acres located on CTH C near Highbridge, which is currently utilized as a County sand pit.

I met onsite with representatives from Xcel Energy and Hooper Corporation, the contractor for the power line project, to review the property and discuss potential use. Both parties expressed interest in leasing the site for project-related material storage purposes.

Should a lease agreement be pursued, a road use agreement would also need to be established to allow access to the property during spring weight restrictions and road postings.

At this time, no formal lease proposal has been received from Xcel's land agent. I am requesting authorization from the Highway Committee for the County Administrator and myself to negotiate and enter into a lease agreement with Xcel Energy, subject to review of acceptable terms and conditions.