



TOWN OF LINN

Meeting Minutes

HIGHWAY COMMITTEE

TUESDAY, December 2, 2025, 6:00 PM

TOWN CONFERENCE ROOM

W3728 Franklin Walsh St. Zenda, WI. 53195

- 1) Call to Order: 6:00 pm
- 2) Roll Call: Livingston, Polyock, Handel & Hayden. Palmer arrived at 6:05pm
- 3) Approval of meeting minutes: Polyock/Handel motioned to approve the minutes from November 4, 2025, meeting. Motion Carried
- 4) A. Profit & Loss Statement –
Wittum stated that overall, everything is going well, and they should end the year just fine. A few notes, we went in jointly with the City of Lake Geneva for chip sealing on a portion of South Lake Shore Rd & South Street, which their engineer gave us an estimate in the Spring totaling \$9,300.00 for our portion, but the invoice came in at \$21,800.00. The discussion was on how to handle this better in the future. A few ideas, have the Town of Linn's engineer complete the estimate, or the Town of Linn could sign an agreement that our portion cannot exceed X-amount of dollars. There was no repaving done on Lackey, so that saved some of the money in the budget.
- B. Monthly Highway Report –
Snow street notices are now being hand delivered by the Police, instead of mailed out by the Highway Department. This way the Police can track who's been given a notice and that they have been physically received. Also, the Police will then know if this is just a notice or if they should include a citation.
- C. Monthly Vehicle Maintenance Report – report reviewed.
- D. After-the-Fact Permit fees: N311/N315 Armsby Rd. -
Livingston/Handel motioned to recommend to the Town Board for a \$50.00 After-the-Fact permit fee. Motion carried. Polyock & Hayden dissented.
Resurfacing without a permit. Questions were asked about the purpose of this permit, Wittum stated it could be to make sure the width stays the same and things of that nature. Discussion was had that review of the Town ordinance would have to take place in the future.
- E. Amend. Chapter 3, Streets and Highways:
Livingston/Hayden motioned to table 5e till 2026. Motion carried.
- F. Amend. Chapter 4, Trees and Shrubs:
Livingston/Hayden motioned to table 5f till 2026. Motion carried.

G. Armsby Road Drainage Improvement Bid, review and recommend to Town Board:

Livingston/Handel motioned to put the Armsby Road Drainage improvement project out to bid according to the Lynch and Associate drawings. Motion carried.

Wittum discussed that since there is water that goes through, the DNR states what is and is not acceptable. Lynch & Associates have drawn up their engineering plans to reflect that, we are now ready to go to bid.

H. On Call Snowplow Driver – Sean VonBergen:

Handel/Hayden motioned to recommend hiring Sean VonBergen as the on-call Snowplow driver. Motion Carried. 4-1 Polyock dissented.

I. 6-20 Culvert Inventory Update:

Wittum gave an update on the 6-20 culverts. Walworth County awarded the Town of Linn with 25 culverts that need updating, but none of them ranked as emergencies.

Five are on private roads, so the County has been notified to take those off. Two on Bissell Road and one on North Creekside have already been replaced. South

Lakeshore by Wooddale has been repaired. Armsby is already planned for next year.

Which leaves us with 15 culverts, Wittum will get the inspection reports from the

County to then bring to the Highway Committee to determine rank in order of fixing.

5) Date for next meeting: January 6th, 2026 at 6:00 p.m.

6) Adjournment: Livingston/Handel motioned to adjourn the meeting. Motion carried. The meeting was adjourned at 6:33 p.m.

Minutes by Deputy Administrator-Treasurer Melissa Kudingo