

Highway Department Committee Minutes
January 8 ,2026 at 7:30a.m.

Call to Order by Chair: Melinda Appel at 7:37

Sara Renkes, Bob Jachnicki, Chris Flikkema, William Iske, David Wilkinson, Ray Skiles, Clint Davis and Melinda Appel were in attendance

Renkes made a motion to accept minutes from the December 18th meeting.
Second by Flikkema. Motion passed.

Renkes passed out job descriptions for Lead Worker, Mechanic, Maintainer, and Office Manager. We received input and descriptions from employees.

We looked over and made recommendations for each.

Renkes passed out a possible review form. We discussed the pros and cons of the form and recommended a numerical review format. Renkes also mentioned reaching out to other Counties to see if they give annual or bi annual reviews.

Discussion on mailbox replacement resolution that will be coming to the board.

Renkes also passed out a worksheet, showing the evaluation of the county roads. Comparing Pazar rating and EMI rating. We discussed briefly the difference between the ratings and the actual drivability of the roads based on the rating.

The next meeting is set for February 6, 7:30 a.m.at the Highway Department.

Adjourned at 9:03a.m.

