



**MONROE COUNTY HIGHWAY DEPARTMENT**  
**803 WASHINGTON STREET**  
**SPARTA, WISCONSIN 54656**  
**(608) 269 - 8740 / 269 - 8831 (FAX)**  
**highways@co.monroe.wi.us**

**DAVID H. OHNSTAD**  
**HIGHWAY COMMISSIONER**

**WILLIAM PIEPER**  
**FLEET MANAGER**

**BROOKE ADAMS**  
**OFFICE MANAGER**

# ***NOTICE OF MEETING***

## **\*AMENDED\***

**COMMITTEE:** Highway  
**TIME:** 9:00 A.M.  
**PLACE:** Monroe County Highway Administrative Building  
803 Washington Street  
Sparta, WI 54656  
**DATE:** Tuesday, July 16, 2024

- 1) **CALL TO ORDER / ROLL CALL**
- 2) **PERIOD OF PUBLIC COMMENT**
- 3) **LAST MEETING MINUTES (DISCUSSION & DECISION)**
- 4) **VOUCHERS & CREDIT CARD CHARGES (DISCUSSION)**
- 5) **BOND ISSUE ARBITRAGE REVIEW (DISCUSSION)**
  - A. "The Arbitrage Group" has completed a review of the Highway Improvement Bond Issue and has submitted an explanatory note including a final estimate of the Highway Department's arbitrage liability.
- 6) **BUDGET PERFORMANCE REPORT (DISCUSSION)**
  - A. Review Monthly Budget Report.
  - B. Review Emergency Response Overtime Report.
- 7) **FY 2025 BUDGET DEVELOPMENT (DISCUSSION)**
- 8) **PURCHASING, RFP, GRANT ADMINISTRATION (DISCUSSION & DECISION)**
  - A. Review proposed changes to purchasing policy.
  - B. Review Grant Administration Policy proposal.
  - C. Review Request for Proposals (RFP) Policy Proposal.
- 9) **COMMISSIONER'S REPORT (DISCUSSION)**

**Posted July 9, 2024**

**Amended July 11, 2024**