

ROBERT DOEMEL, JR.
Highway Commissioner

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Winnebago County

Highway Commission

The Wave of the Future

October 1, 2025

Mr. Russell Geise, Chairperson
Town of Clayton
8348 Hickory Avenue
Larsen, WI 54947

Dear Mr. Geise:

Each year, the Winnebago County Highway Department seeks to partner with the towns by providing maintenance services for the following year. This is a positive arrangement for both the county and the town. To continue providing these services to our customers, the Highway Department is attempting to assess the future material, labor, and equipment needs of the Highway Department. I would ask that you consider your maintenance needs for 2026 and review the language in the enclosed Maintenance Agreement. If you and the town board agree, please sign in the appropriate place at the bottom of the page and return it to the Highway Department as soon as possible.

I would like to thank the Town of Clayton for utilizing the Highway Department to provide and deliver maintenance services to the town residents. I strongly believe that we can deliver the highest quality services to our residents when local governments work together.

If you or the town board have any questions concerning the town maintenance agreement, please feel free to contact me at rdoemel@winnebagoctywi.gov or 920-232-1700 at your convenience. Thank you.

Sincerely,

Robert Doemel, Commissioner
Winnebago County Highway Department

CC: Town Clerk

RD: ls

**WINNEBAGO COUNTY HIGHWAY
&
TOWN OF CLAYTON
MAINTENANCE AGREEMENT**

Whereas, the Town of Clayton, a town located in Winnebago County, would like to retain the services of the Winnebago County Highway Department to provide and deliver certain highway-related maintenance work during the calendar year of 2026; and

Whereas the Winnebago County Highway Department is willing and able to perform said maintenance services on behalf of the Town of Clayton during calendar year 2026.

Now, therefore, for that mutual consideration as stated herein, it is agreed by and between the Town of Clayton and the Winnebago County Highway Department as follows:

1. This agreement shall be for a period of one-year commencing the 1st day of January 2026 and continuing through December 31, 2026.
2. This maintenance work shall include general maintenance and miscellaneous work as needed during the year;

GENERAL MAINTENANCE ACTIVITIES

Surface Maintenance
Shoulder Maintenance
Vegetation Maintenance and Control
Maintenance of Safety Appurtenances
Guard and security fencing, bridge railings, and attenuators
Maintenance of Drainage Facilities
Culverts, ditches, and catch basins
Litter Pickup
Traffic Control
Marking and Signage
Pavement Ratings

MISCELLANEOUS ACTIVITIES

Asphalt Milling
Asphalt Pulverizing
Seal Coating
Grading
Paving
Bridge Inspections and Repairs
Equipment Repairs

3. The Town shall pay for all maintenance work performed & delivered in accordance with the wage rates, material costs and machinery rental rates of the Winnebago County Highway Department as established by Winnebago County.
4. All work will be on a time and materials basis and will be at the direction of the Town.
5. Both parties agree not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability, sexual orientation as defined in s.51.01(5) Wis. Stats., or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
6. The Town of Clayton agrees at all times during the term of this agreement to; indemnify, save harmless, and defend Winnebago County, its Board, Officers, Employees, and Representatives may sustain, incur or be required to pay by reason Winnebago County, furnishing services, or goods required to be provided under this Agreement, provided, however, that the provisions of this section shall not apply to liabilities, losses, charges, costs, or expenses caused solely by or resulting from the acts or omissions of Winnebago County, its Agencies, Boards, Officers, Employees, or Representatives.

IN WITNESS WHEREOF the parties have hereunto set their hands and seals this

_____ Day of _____, 2025.

TOWN of Clayton

CHAIRMAN _____

CLERK _____

Winnebago County Highway Department

By: _____

Robert Doemel, Commissioner
Winnebago County Highway Department