Rusk County
Highway Committee

March 19, 2012

Present: Pete Boss, Ron Freeman, Tom Costello, Roger Gierke.

Also Present: Nanci Mertes, Phil Montwill.

Call meeting to order.
Highway Chair Tom Costello called today’s meeting to order at 9:00 a.m.

Approval of the agenda and move any agenda items as needed.
A Gierke/Freeman motion to approve the agenda with changes and move any agenda items as needed. Motion Carried.

Approval of minutes – February 20, 2012.
A Freeman/Boss motion to approve the minutes of February 20, 2012. Motion Carried.

Public Comment and/or input – 30 minutes.
None.

A Freeman/Gierke motion to approve the State of Wisconsin – Discretionary Traffic Maintenance Agreement. Motion Carried.

Weekend Patrol Coverage Report.
Phil Montwill discussed possible weekend call-in procedure changes.

Highway Safety Report.
Phil Montwill reported that he continues to conduct regular weekly Highway Safety meetings. MSHA meetings are scheduled for this week - March 20th, 21st, and 22nd.
A Freeman/Gierke motion to approve the Safety Report. Motion Carried.

Request from Town of Grant to amend the County Ordinance to open the following county highways for ATV traffic: CTH G from CTH P to Airport Road AND CTH G from Old 14 to the other side of the bridge at the existing ATV Route.
Nanci Mertes distributed maps showing the requested ATV route areas.
A Gierke/Boss motion to approve the request from the Town of Grant to amend the County Ordinance to open CTH G from CTH P to Airport Road AND CTH G from Old 14 to the other side of the bridge at the existing ATV Route and to move request to the County Board for final approval. Motion Carried.

Review Administrative Charge Billing Procedures.
The Committee reviewed the current administrative charge billing procedure.

Clarification on procedure for Out Of County Travel requests.
A Costello/Boss motion to amend the motion from the February 20, 2012 meeting for Out of County travel to read as follows: The Highway Commissioner and the Patrol Superintendent meetings are approved on a monthly basis, all other meetings/out of county travel shall come before the Committee for approval. Motion Carried.

HIGHWAY COMMISSIONER REPORT.
Phil Montwill presented the highway report.
- CTH "M" – to begin in April.
- Town of Grow – Project scheduled.
- Village of Sheldon – Project scheduled.
- Currently preparing Cost Effective report for the CTH "O" project.
A Freeman/Boss motion to approve the Highway Commissioner report. Motion Carried.

HIGHWAY FINANCIAL REPORT.
Nanci Mertes reviewed the current status of Highway Cash, Payables, Receivables, Equipment and Blacktop Plant funds, and current balance in J/T Fund.
A Gierke/Costello motion to approve the Financial Report. Motion Carried.

HIGHWAY OFFICE REPORT.
Nanci Mertes reviewed status of workers compensation claims, liability insurance, office personnel activity, crew update, retirements, and FMLA requests.
A Boss/Freeman motion to approve the Highway Office Report. Motion Carried.

HIGHWAY COMMITTEE- ANNOUNCEMENTS
None.

Sign and approve pre-approved highway payable list.
A Credit Card invoice list totaling $32,598.83 and payroll vouchers totaling $88,736.12 were reviewed and signed by the Committee.
A Boss/Gierke motion to approve the payroll vouchers totaling $88,736.12 and credit card invoice listing totaling $32,598.83. Motion Carried.

Set date for next highway committee meeting.
The next regular Highway Committee meeting is set for April 16, 2012 at 9:00 a.m. at the Rusk County Highway Department.

Motion to adjourn.
A Boss/Gierke motion to adjourn. Motion Carried.

Meeting adjourned at 10:30 a.m.

Minutes prepared by Highway Office Manager – Nanci A. Mertes

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