Rusk County
Highway Committee

April 16, 2012

Present: Pete Boss, Ron Freeman, Tom Costello, Roger Gierke, Roger Svoma.
Also Present: Nanci Mertes, Phil Montwill, Don Mansky.

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/Svoma motion to approve the agenda and move any agenda items as needed. Motion Carried.

Approval of minutes – March 19, 2012.
A Freeman/Gierke motion to approve the minutes of March 19, 2012. Motion Carried.

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

Correspondence – Attendance at the 2012 Summer Highway Conference in the Wisconsin Dells; June 4, 5, 6, 2012.
A Gierke/Freeman motion to table attendance at the Summer Highway Conference until the May meeting. Motion Carried.

Highway Safety Report.
Phil Montwill reported that Xcel will be sending a safety DVD that will be reviewed with Highway Crew. Normal Monday morning safety meetings continue.
A Freeman/Gierke motion to approve the Highway Safety Report. Motion Carried.

A Costello/Svoma motion to hire 4 Highway Summer Interns for the 2012. Motion Carried.
A Gierke/Freeman motion to hire 4 Temporary Summer Highway Seasonal employees for 2012. Motion Carried.
A Svoma/Boss motion to extend the current Highway Office temporary help through November 2012. Motion Carried.

Authorize filling the full time Highway Laborer position left vacant after the recent resignation of a highway employee.
A Boss/Svoma motion to table this item until Fall 2012. Motion Carried.

Out of County Travel Requests – Patrol Super and Commissioner to attend Chip Sealing meeting in Eau Claire on April 18, 2012.
A Gierke/Svoma motion to approve the Patrol Super and Commissioner to attend Chip Sealing meeting in Eau Claire on April 18, 2012. Motion Carried.

Open Bids – Hay
Two bids were received:
Randy Tatur – Hay/Straw, small square bales/delivered - $100.00 per ton.
Carol Bullard – Hay/Straw, small square bales/delivered - $175.00 per ton.
A Svoma/Gierke motion to award the bid to Randy Tatur for hay/straw delivered at $100.00 per ton. Motion Carried.
Authorize purchase of new/used Lowboy Trailer.
Estimates:
Nortrax - $67,680.00 (Deck size is incorrect)
Rogers - $75,139.39 (Deck size is correct)
Fabcio - $89,950.00 (Deck size is correct)
Montwill explained that both trailers are on a 4 to 5 month waiting list. Committee discussed
leasing/renting options, looking at used trailers, sharing or renting from Barron County or using
Russ Thompson for equipment moves until the new trailer can be purchased.
A Freeman/Costello motion to table the purchase of a Lowboy Trailer until the May 2012
Highway meeting. Motion Carried.

HIGHWAY COMMISSIONER REPORT.
P. Montwill presented his highway report.
- Status of Highway projects: CTH "M" will begin within the next 2 weeks. Other Scheduled
Projects – Town of Grow, Town of Washington, Town of Marshall, Village of Sheldon. Crews are
currently brush cutting on state and county highways.
- Status of Highway Equipment: Equipment is in good shape.
A Costello/Boss motion to approve the Highway Commissioner report. Motion Carried.

HIGHWAY FINANCIAL REPORT.
N. Mertes reviewed the current status of Highway Cash, Payables, Receivables, Equipment and
Blacktop Plant funds, current balance in J/T Fund and 2011 End of Year budget balances for
Administration, Maintenance, Construction, Bridge and County Aid.
A Gierke/Freeman motion to approve the Financial Report. Motion Carried.

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

HIGHWAY COMMITTEE- ANNOUNCEMENTS
Mertes passed out the new redistricting maps for Committee review.
The Highway Commissioner and Office Manager thanked Roger Svoma and Tom Costello for
their years of service on the Highway Committee.

Sign and approve pre-approved highway payable list.
Payable list reports totaling $149,171.52 were reviewed and signed by the Committee. Wells
Fargo payment detail reports totaling $87,985.13 were reviewed and signed by the Committee.
Payroll vouchers totaling $84,288.75 were reviewed and signed by the Committee.
A Boss/Gierke motion to approve the payroll vouchers - $84,288.75, Wells Fargo
payments - $87,985.13 and payables - $149,171.52. Motion Carried.

Set date for next highway committee meeting.
The next regular Highway Committee meeting is set for May 21, 2012 at 9:00 a.m. at the Rusk
County Highway Department.

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

Meeting adjourned at 11:30 a.m.

Minutes prepared by Highway Office Manager – Nanci A. Mertes

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