Rusk County
Highway Committee
July 16, 2012

Present: Pete Boss, Robert Nawrocki, Roger Gierke, Lyle Lieffring, Ron Freeman.

Also Present: Nanci Mertes, Phil Montwill, Cassandra Camren via speaker phone.

Call meeting to order.
Highway Chair Pete Boss called the meeting to order at 9:00 a.m.

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

A Gierke/Lieffring motion to approve the minutes of June 21, 2012. Motion Carried.

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

2012 CHEMS/WsDOT Annual Training in Green Bay on October 17, 18 and 19, 2012.
A Boss/Lieffring motion to approve Highways, Office Manager, Bookkeeper and Shop Foreman attendance at the CHEMS/WsDOT Annual Training in Green Bay on October 17, 18 and 19, 2012. Motion Carried.

County ATV Ordinance.
The Highway Commissioner explained the need for the County to open all their County Highways to ATV/UTV traffic except for an area of CTH “G”. Discussion followed.
A Nawrocki/Gierke motion to open all the county highways for ATV/UTV traffic with the exception of CTH “G” from Old 14 to Doughty Road and move to County Board for approval. Motion Carried.

Highway Safety Report.
The Highway Commissioner reviewed current safety items: Heat Index and air conditioning.
A Nawrocki/Lieffring motion to approve the safety report. Motion Carried.

Request to submit a bid for the purchase of a used 2004 Single Axle Dump Truck from Barron County.
The Highway Commissioner explained the need for a single axle dump truck on the County Fleet. Barron County will be placing out for bid a used 2004 single axle dump truck with 92,000 miles. Highway Patrol Superintendent Jason Grieve and Shop Foreman Chad Gudis went to Barron County to test drive the dump truck and reported back to the Committee today.
A Lieffring/Freeman motion to table this item until the next meeting. Motion Carried.

Budget – Capital Improvement Projects.
A list of Highway Capital Improvement Projects for County Highways and County Buildings was reviewed by the Committee. Discussion followed.

Budget – Highway Office Manager; Adjust salary from 77.50 hour pay period to the required Highway Department 80 hour pay period.
Cassandra Camren appeared via speaker phone. Discussion on Highway Office Manager benefit accruals and salary.
Town of Dewey – Little “X” Road.
Pete Boss explained that the Town of Dewey came to the Finance Committee regarding the Town of Dewey’s – Little “X” Road project. The Committee discussed bid results and the County funding $20,000.00 for this project as a result of the County impacting this roadway through the County Rusk Regional Trans-Shipment Facility project.

HIGHWAY COMMISSIONER REPORT.
The Highway Commissioner gave his Highway Report, reviewing current status of highway projects, maintenance activity and equipment needs.
A Freeman/Gierke motion to approve Highway Commissioner Report. Motion Carried.

HIGHWAY FINANCIAL REPORT.
N. Mertes reviewed the current status of Highway Cash, Payables, Receivables, Equipment and Blacktop Plant funds, and current balance in J/T Fund and current Year To Date Fund Statement through 05/31/2012.
A Lieffring/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 Freeman/Lieffring motion to approve the office report. Motion Carried.

HIGHWAY COMMITTEE - ANNOUNCEMENTS
None.

Approve payment of bills.
A Lieffring/Boss motion to approve Highway Payables, Vouchers, Wells Fargo Pay Card and Payrolls. Motion Carried.

Set date for next highway committee meeting.
The next regular Highway Committee meeting is set for August 21, 2012 at 8:00 a.m. at the Rusk County Highway Department.

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

Meeting adjourned at 11:20 a.m.

Minutes prepared by Highway Office Manager – Nanci A. Mertes

Distributed on July 17, 2012