Rusk County
Highway Committee  August 21, 2012

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

Also Present: Nanci Mertes, Phil Montwill, Robert Sworski, Todd Schieffer, Don Mansky.

Call meeting to order.
Highway Chair Pete Boss called the meeting to order at 8:00 a.m.

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

Approval of minutes – July 16, 2012.
A Gierke/Lieffring motion to approve the minutes of July 16, 2012. Motion Carried.

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

Public Appearance – Robert Sworski and Todd Schieffer - regarding construction needs for a new Highway Department.
Robert Sworski of CBS Squared Inc. and Todd Schieffer of V & S Construction Services Inc. discussed needs, options and costs for a new Highway Department. Information shared today regarding a new Highway Department was for informational purposes only.

Out of County Travel Requests.
None.

ATV Resolution.
The ATV Resolution approved by the Highway Committee in June was presented to the County Board in July for approval. The County Board did not approve the ordinance and the Highway Commissioner asked the Committee why the resolution was not approved. P. Boss explained that not all County Board members had received the resolution prior to the County Board meeting so they were not able to approve the resolution at that meeting. The resolution will be presented again at the next County Board meeting.

Driveway Permit Variance Request – Gerald Johnston CTH "E" in the Town of Washington.
P. Montwill explained that Mr. Johnston wants to put a driveway in and due to swamp areas on his land the only place he can place the driveway brings him within 100 feet of the next driveway instead of the Highway Departments required 300 feet between driveways. P. Montwill noted that he did review the driveway location.
A Lieffring/Freeman motion to approve the driveway variance for Gerald Johnston on CTH “E”. Motion Carried.

Request to purchase – Single-Axle Dump Truck.
The Committee reviewed a list of various pieces of equipment at the Highway Department noting the equipment number, year, make, model, mileage and condition of the equipment.
A Gierke/Lieffring motion to purchase a Single-Axle Dump Truck from Barron County. Motion Carried.

2013 Budget – Review and Approve
   Administrative Levy – Reviewed
   Maintenance Levy – Reviewed
   Construction Levy – Reviewed
   Bridge / County Aid Levy – Reviewed
Bituminous Non-Levy – Reviewed
Gravel Pits Non-Levy – Reviewed
Equipment Fund Non-Levy - Reviewed
State Maintenance Non-Levy - Reviewed
Local District Non-Levy – Reviewed
Local Departments Non-Levy – Reviewed
Public Charges Non-Levy – Reviewed

A Freeman/Gierke motion to table “review and approval of the 2013 Highway Budget” until the special Highway Committee Budget meeting scheduled for 9/13/2012 at 8:00 a.m. Motion Carried.

HIGHWAY SAFETY REPORT.
P. Montwill reported on Highway Safety items.
A Freeman/Lieffring motion to approve Highway Safety Report. Motion Carried.

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

HIGHWAY FINANCIAL REPORT.
N. Mertes reviewed the current status of Highway Cash, Payables, Receivables, Equipment, Blacktop Plant funds, current balance in J/T Fund and current Year To Date Fund Statement through 06/30/2012.
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/Boss motion to approve the office report. Motion Carried.

HIGHWAY COMMITTEE- ANNOUNCEMENTS
None.

Approve payment of bills.
A Gierke/Lieffring motion to approve payment of 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 September 18, 2012 at 8:00 a.m. at the Rusk County Highway Department.

Motion to adjourn.
A Boss/Gierke 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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