Rusk County
Highway Committee

Present: Pete Boss, Robert Nawrocki, Roger Gierke, Lyle Lieffring, Ron Freeman.
Also Present: Nanci Mertes, Phil Montwill.

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

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

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

Out of County Travel Requests.
A Nawrocki/Gierke motion to approve the Highway Commissioner’s attendance at the 2012 Highway Commissioner’s Fall Training Conference in Madison Wisconsin on 10/16/2012 through 10/17/2012.

2013 Budget.
The Finance Committee tentatively approved the 2013 Highway Budget after reducing highway painting from $60,000.00 to $30,000.00.

Highway Safety Report.
The Highway Commissioner updated the Committee on the status of regular safety meetings; subject matter of meetings, safety requirements. He will contact Aegis (Wisconsin Mutual) to obtain further safety data for the Highway Crews. The Committee discussed winter maintenance hazards.
A Gierke/Freeman motion to approve the safety report. Motion Carried.

CTH “M” Project.
The Highway Commissioner reported that CTH “M” is complete except for final inspection by the state and gravel for the detour passage.

Forestry Road Project.
The Committee discussed bidding aspects on the Forest Road project.

Procedure for awarding the bid for the CTH “O” STP Project.
The pulverizing work was placed out for bid and is due back to the Highway Department on September 20, 2012. The Highway Commissioner would like the Committee to authorize him the authority to award the bid for this project without having a special meeting.
A Nawrocki/Gierke motion to authorize the Highway Commissioner the authority to award the “Pulverizing Bid” for the CTH “O”. Motion Carried.

CTH “O” STP Project Update.
The Highway Commissioner reported that the State contacted him explaining that paperwork continues at the state level, the CTH “O” project and the project will not be finalized until late in October. The State feels that due to the lateness of the final paperwork, Rusk County will not have time to complete the project in 2012. The Highway Commissioner contacted the State and
requested he be notified as soon as the paperwork is finalized, and he will at this time make a decision as to if this project will be done in 2012 or 2013.

Authorization to fill the two open Laborer positions.
The Highway Department has two Laborer positions open. The Highway Commissioner would like to fill these two positions before the winter season begins.
A Boss/Nawrocki motion to fill one position. Motion Carried.

Machinery Rate State VS. Internal and Township Projects.
Mr. Boss reported that the current machinery rates charged to internal departments and townships is the same rate that is charged to the State. Mr. Boss feels that for Internal Departments and Townships the Highway Department should consider using a lower alternate rate. The Highway Department will work with Ron Freeman to determine what would be accurate alternate rates that could be used on equipment.

Pricing Of Work For Other County Departments.
The Committee discussed how pricing should be done for other County Departments.

HIGHWAY COMMISSIONER REPORT.
The Highway Commissioner gave a Highway report, reviewing current status of highway projects, maintenance activity and equipment needs.
A Gierke/Freeman 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 07/31/2012.
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 Lieffring/Gierke motion to approve the office report. Motion Carried.

HIGHWAY COMMITTEE- ANNOUNCEMENTS
None.

Approve payment of bills.
A Lieffring/Gierke 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 October 15, 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 10:00 a.m.

Minutes prepared by Highway Office Manager – Nanci A. Mertes

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