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 – October 15, 2012.
A Lieffring/Boss motion to approve the minutes of October 15, 2012. Motion Carried.

Public Comment and/or input – 30 minutes.
None

Ag/Extension 2012 Fair – Highway Charges For Labor.
The Committee reviewed the charges for labor billed to Ag/Extension for work performed at the 2012 Junior Fair.
A Freeman/Nawrocki motion to donate the labor charges billed to Ag/Extension from the Highway Department. Chair calls for roll call vote – Voting Yes: Freeman, Nawrocki. Voting No: Boss, Gierke, Lieffring. Motion dies.

2013 State RMA.
The Committee reviewed and signed the 2013 State Routine Maintenance Agreement (RMA).
Total State RMA for 2013 - $613,160.00.
A Lieffring/Gierke motion to approve the 2013 State RMA. Motion Carried.

Status of Highway Truck #6 Tandem Dump Truck Class 118.
The Committee reviewed current condition of Truck #6 and costs for repairs.

Status of Highway Truck #434 Distributor Class 708.
The Committee reviewed current condition of Truck #434 and costs for repairs.

Out of County Travel Requests.
A Gierke/Freeman motion to send the office staff to Eau Claire on December 12, 2012 to attend the 2012 HR Law Seminar. Motion Carried.

Update on Highway Clerical Position.
The Highway Commissioner updated the Committee on the Highway Clerical Position.

Chair announces Closed Session for:
Review of job applications for Highway Laborer positions and prepare for interviews.
For considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility, WI Stats 19.85(1)(c).
A Lieffring/Gierke motion to go into Closed Session. Roll Call Vote. Voting Yes: Freeman, Boss, Gierke, Nawrocki, Lieffring. Voting No: None. Motion Carried.

Closed Session – 9:05 a.m.
Return to Open Session.
A Lieffring/Freeman motion to return to open session. Motion Carried.

Open Session – 9:50 a.m.

A Lieffring/Gierke motion to interview the following candidates: David Schmidt, Timothy Meyer, Scott Stewart, Chad Heath, Phillip Schmidt, Allen Zimmer, Jacob Hetchler, Robert Mack. Motion Carried.

HIGHWAY SAFETY REPORT.
The Highway Commissioner reported that he is conducting weekly safety meetings.
A Lieffring/Freeman motion to approve the Highway Safety Report. Motion Carried.

HIGHWAY COMMISSIONER REPORT.
Highway Commissioner Phil Montwill gave a Highway report which reviewed the current status of highway projects, maintenance activity and equipment needs. Discussion on Highway Road Tour tentatively scheduled for May 2013.
A Gierke/Freeman motion to approve the Highway Commissioner Report. Motion Carried.

HIGHWAY FINANCIAL REPORT.
N. Mertes reviewed the current status of Highway Cash, Payables, Receivables, Equipment funds, Blacktop Plant funds, current balance in J/T fund and current Year To Date Fund Statement through 09/30/2012.
A Freeman/Boss 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 Gierke/Lieffring 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 (with the correction to the Courthouse Payment Approval Report; Calumet Co. Hwy Dept. should read Calumet Corporation), 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 December 17, 2012 at 8:00 a.m. at the Rusk County Highway Department.

Motion to adjourn.
A Lieffring/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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