Rusk County Highway Committee

March 18, 2013

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

Also Present: Nanci Mertes, Phil Montwill, Don Mansky, Gary Swoverland, Tony Hauser, Jerry Biller.

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

Approval of minutes – February 18, 2013
A Lieffring/Nawrocki motion to approve the minutes of February 18, 2013. Motion Carried.

Public Comment and/or input – 30 minutes.
Don Mansky asked the Committee if the Highway Minutes could be posted on the County Web site before Committee approval.

Tony Hauser questioned the Committee regarding 4 day work weeks, rotating shifts, overtime and highway budget.

Correspondence from Jasmine Bryant, Hannah Blumenthal and Allison Checkalski regarding safety on Highway 40.
The Committee reviewed correspondence from Jasmine Bryant, Hannah Blumenthal and Allison Checkalski regarding various safety and road condition concerns on State Highway 40, CTH "H" and some other township roads. The Highway Department will prepare a letter in response.

Correspondence from Commissioner of Railroads (OCR) regarding alteration of a public crossing in Town of Strickland.
Correspondence from Commissioner of Railroads states "That the petition of the Wisconsin Department of Transportation for the alteration of a public crossing of the Wisconsin Central Ltd. (WCL) Barron Subdivision track with Old 14 Road in the Town of Strickland, Rusk County (crossing no. 691 229M / MP 112.86) is hereby dismissed."

Award Bid for Waste Oil (R5 Fuel Oil) 2013.
Two bids were received.
1. OSI Enviromental – $1.98 per gallon FOB.
2. Rock Oil - $2.033 per gallon FOB.
A Gierke/Lieffring motion to award the Waste Oil bid to OSI for $1.98 per gallon FOB. Motion Carried.

Award Bid for Road Oil (A.C. PG 58-28 & S.C. 800) 2013
Three bids were received.
1. Calumet – PG 58-28 $558.00 per ton
   No SC Bid
2. Flint Hills Resources – PG 58-28 $554.34 per ton
   SC Oil - $3.50 per gallon
   SC Oil - $3.4518 per gallon
A Lieffring/Freeman motion to award the Road Oil bid for PG 58-28 and SC 800 to Henry Meigs. Motion Carried.
Award Bid for Culverts 2013.
Four Bids were received.

1. Metal Culverts Inc.  
METAL CULVERTS  
12" - $ 7.12  
15" - $ 8.86  
18" - $10.64  
21" - $12.32  
24" - $14.24  

2. PK Forest Farms  
METAL CULVERTS  
12" - $ 7.80  
15" - $ 9.36  
18" - $11.70  
21" - $13.26  
24" - $14.82  

3. True North Steel  
METAL CULVERTS  
12" - $11.00  
15" - $13.00  
18" - $16.00  
21" - $18.00  
24" - $17.00  

PLASTIC CULVERTS  
No Bid  
12" - $ 5.50  
15" - $ 7.50  
18" - $10.50  
30" - $26.00  
36" - $34.00  

4. First Supply  
METAL CULVERTS  
No Bid  
12" - $ 4.58  
15" - $ 6.25  
18" - $ 8.44  
24" - $13.94  
30" - $19.76  
36" - $26.52  

A Lieffring/Gierke motion to award the metal culvert bid to Metal Culverts Inc. Motion Carried.  
A Gierke/Freeman motion to award the plastic culvert bid to First Supply. Motion Carried.

CLOSED SESSION – announced by Chair.
Review Wage Adjustment Requests for Assist. To Hwy Commissioner/Hwy Financial Administrator and Highway Cost Account Specialist. For considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. WI Stats 19.85 (1) (c)

A Lieffring/Gierke motion to go into closed session. Roll Call: Voting Yes - Gierke, Freeman, Boss, Nawrocki, Lieffring. Voting No – None. Motion Carried.

CLOSED SESSION – 10:55 AM

OPEN SESSION – possible motion regarding topic of closed session.
A Gierke/Lieffring motion to return to open session. Motion Carried.
OPEN SESSION – 11:20 AM.

A Lieffring/Gierke motion to ask if the Personnel Committee could review the positions of Assistant to Highway Commissioner/Highway Financial Administrator and Highway Cost Account Specialist in their salary study deliberations as soon as possible. Motion Carried.
CLOSED SESSION – announced by Chair.
Review job applications and select for interview – Highway Clerical position and Highway Shop Foreman. For considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. WI Stats 19.85 (1) (c).

A Gierke/Freeman motion to go into closed session. Roll Call: Voting Yes – Gierke, Freeman, Lieffring, Boss, Nawrocki. Voting No: None. Motion Carried.

Closed Session – 11:25 AM.

OPEN SESSION – possible motion regarding topic of closed session.
A Lieffring/Gierke motion to return to open session. Motion Carried.

OPEN SESSION – 12:30 PM.

A Gierke/Lieffring motion to authorize the Commissioner and Asst. to Commissioner to interview the top three candidates for Shop Foreman and top five candidates for Highway Clerical position. Motion Carried.

Ad-Hoc Committee from Highway - Roger Gierke and Lyle Lieffring.

Authorize to let for bid – 1 Tri-Axle Dump Truck.
P. Montwill reviewed status of the Highway Departments truck fleet. The Committee reviewed the 2013 budget for equipment purchases.
A Gierke/Freeman motion to table until the next meeting. Motion Carried.

Status of Tack Truck.
P. Montwill reviewed the status of the County Tack Truck. Costs to repair truck tank versus purchase of a used truck were discussed.

Authorize Highway Commissioner and two county employees to travel to Hazleton, Iowa to look at a used Tack Truck for sale.
A Lieffring/Gierke motion to send the Highway Commissioner and two county employees to Iowa to look at the used Tack Truck and report back to the Highway Committee. Motion Carried.

Review and approve Highway Beaver Control Contract with USDA.
P. Montwill reviewed 2013 USDA contract. Cost for 2013 is $7373.00.
A Freeman/Lieffring motion to approve the Highway Beaver Control Contract with USDA. Motion Carried.

Seasonal Weight Restrictions for 2013 – review permit fees to run during road bans.
P. Montwill reported that he has temporarily lifted the seasonal weight restrictions for county highways for mornings only for the week of March 17, 2013 through March 21, 2013.
The Committee discussed the issue of feed trucks having to run the county highways during seasonal weight restrictions.

HIGHWAY COMMISSIONER REPORT.
P. Montwill reviewed the Governor’s Highway Aids Budget for fiscal year 2014 including the WI Transportation Finance and Policy Commission report. Topics discussed in detail: Shifts from the General Fund to the Transportation Fund, General Transportation Aids, Routine Maintenance Agreements, Local Road Improvement Programs, Weight Limit Enforcement, Major Projects and State Highway Rehabilitation Funding.
The Committee discussed the three Forestry ATV/Snowmobile Trail and boat landing project grants.
Montwill reported that the new STP Project Grants for 2014 through 2018 are due for submittal.
The Committee reviewed each segment of county highway being submitted for grant funding.
A Gierke/Lieffring motion to approve the Highway Commissioner report. Motion Carried.
HIGHWAY SAFETY REPORT
Annual MSHA training sessions are scheduled for this week.
A Gierke/Lieffring motion to approve the Highway Safety report. Motion Carried.

HIGHWAY FINANCIAL REPORT.
Nanci 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 12/31/2012.
A Lieffring/Gierke motion to approve the Financial Report. Motion Carried.

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

HIGHWAY COMMITTEE- ANNOUNCEMENTS
None.

Approve payment of bills.
A motion to approve Highway Payrolls, Payable Invoices and Wells Fargo Pay Card Invoices presented to them.
A Lieffring/Gierke motion to approve payment of the Highway Payrolls, Payable Invoices and Wells Fargo Pay Card. Motion Carried.

Set date for next highway committee meeting.
The next regular Highway Committee meeting is set for April 15, 2013 at 8:00 a.m. at the Rusk County Highway Department.

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

Meeting adjourned at 12:35 p.m.

Minutes prepared by Highway Office Manager – Nanci A. Mertes

Distributed on March 19, 2013