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

Also Present: Nanci Mertes, Phil Montwill, Thomas Boguszewski of AECOM, Amy Hayden.

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

Approval of minutes – April 15, 2013
A Boss/Gierke motion to approve the minutes of April 15, 2013. Motion Carried.

Public Comment and/or input – 30 minutes.
Thomas Boguszewski P.E. from AECOM Engineering came before the Committee to thank the Committee for selecting AECOM to conduct engineering for the Meadow Dam Road Bridge in the Town of Murry.

2013 Spring Commissioner / Committee meeting in Superior, Wisconsin on May 23, 2013.
A Boss/Nawrocki motion to authorize the following members to attend the 2013 Spring Commissioner / Committee meeting in Superior, Wisconsin on May 23, 2013: Phil Montwill, Lyle Lieffring, Roger Gierke. Motion Carried.

Driveway Variances:

Phil Montwill reported that Mike Mataczynski was granted a driveway permit to install a driveway on his property located on CTH “V” in the Town of Marshall some years back. This driveway resulted in giving Mr. Mataczynski access to the easterly portion of his fields on this property. However, due to a creek running through his property he is not able to get to the westerly portion of his fields. Mr. Mataczynski is requesting a permit to install a second driveway on the westerly portion of his property in order to give him access to those fields on the west side. By allowing the second driveway, would violate the 300 feet between driveways along county highways requirement so he would need a variance. Committee discussion followed and maps of Mr. Mataczynski’s property were reviewed.
A Nawrocki/Gierke motion to approve the driveway variance for Mike Mataczynski on CTH “V”. Motion Carried.

Amy Hayden – CTH “D” in the Town of Willard.
Amy Hayden, landowner in Town of Willard with driveway concerns, introduced herself.
Per Certified Map No. 667, Driveways onto CTH "D" from Lots 1 and 2 are prohibited. Access to these lots must come from the newly dedicated roadway, Nosser Road. Amy Hayden owns Lot 1 along CTH “D” and currently has a driveway to her property from Nosser Road as dedicated in survey map. Ms. Hayden is requesting that due to the steepness of her current driveway she be allowed to install a driveway from CTH “D” to her lot. The Committee left the Highway Building at 10:50 a.m. to look at the subject area along CTH “D”.
A Gierke/Boss motion to deny the request from Amy Hayden for a driveway variance on CTH "D" in the Town of Willard and to have the Highway Commissioner work with Ms. Hayden in an advisory capacity in order to resolve her situation. Motion Carried.
Crushing Bid
4 Bids were received.

Duffek Inc.: Duffek Inc. has reached their bonding limit for 2013 and will not be able to provide a performance bond. Due to Duffek Inc. not being able to provide the required Performance Bond their submitted bid is disqualified.

John S. Olynick Inc.:
Scott Pit
3/4" Shoulder Gravel  25,000 tons  $1.84 per ton
1 1/4" Road Gravel    15,000 tons  $1.79 per ton
5/8" Blacktop Gravel  10,000 tons  $ No Bid
7/8" Binder Gravel    10,000 tons  $ No Bid
Washed Sand           16,000 tons  $ No Bid
5/16" Minus Chip      2,500 tons   $ No Bid
5/8" Chip Rock        6,500 tons   $ No Bid
Forestry Pit
3/4" Shoulder Gravel  15,000 tons  $1.89 per ton
Primary Crushed Gravel 3-5"  15,000 tons  $1.59 per ton
Meng Pit
3/4" Shoulder Gravel  10,000 tons  $2.49 per ton
Jusyn Pit
3/4" Shoulder Gravel  15,000 tons  $1.89 per ton
Primary Crushed Gravel 15,000 tons  $1.59 per ton

Haas Sons:
Scott Pit
3/4" Shoulder Gravel  25,000 tons  $2.38 per ton
1 1/4" Road Gravel    15,000 tons  $2.20 per ton
5/8" Blacktop Gravel  10,000 tons  $2.09 per ton
7/8" Binder Gravel    10,000 tons  $2.09 per ton
Washed Sand           16,000 tons  $4.50 per ton
5/16" Minus Chip      2,500 tons   $4.50 per ton
5/8" Chip Rock        6,500 tons   $4.50 per ton
Forestry Pit
3/4" Shoulder Gravel  15,000 tons  $2.80 per ton
Primary Crushed Gravel 15,000 tons  $1.50 per ton
Meng Pit
3/4" Shoulder Gravel  10,000 tons  $4.00 per ton
Jusyn Pit
3/4" Shoulder Gravel  15,000 tons  $3.25 per ton
Primary Crushed Gravel 3-5" 15,000 tons  $1.50 per ton

Antczak Construction:
Scott Pit
No Bids Submitted
Forestry Pits
3/4" Shoulder Gravel  25,000 tons  $1.84 per ton
Primary Crushed Gravel 15,000 tons  $1.39 per ton
Meng Pit
3/4" Shoulder Gravel  10,000 tons  $2.05 per ton
Jusyn Pit
3/4" Shoulder Gravel  15,000 tons  $2.11 per ton
Primary Crushed Gravel 15,000 tons  $1.44 per ton
A Lieffring/Freeman motion to award the Forestry Pit bid to Antczak Construction as follows: 15,000 tons 3/4" Shoulder Gravel - $1.84 per ton and 15,000 tons Primary Crushed Gravel 3-5" - $1.39 per ton. Motion Carried.

A Lieffring/Gierke motion to award the Meng Pit bid to Antczak Construction as follows: 10,000 tons of 3/4" Shoulder Gravel - $2.05 per ton. Motion Carried.

A Gierke/Lieffring motion to award the Jusyn Pit bid to John S. Olynick as follows: 15,000 tons of 3/4" Shoulder Gravel - $1.89 per ton and 15,000 tons of Primary Crushed Gravel 3-5" - $1.59 per ton. Motion Carried.

A Gierke/Lieffring motion to award the Scott Pit bid to John S. Olynick as follows: 25,000 tons 3/4" Shoulder Gravel – $1.84 per ton and 15,000 tons 1 1/4" Road Gravel – $1.79 per ton. Motion Carried.

A Lieffring/Gierke motion to award the Scott Pit bid to Haas Sons as follows: 10,000 tons 5/8” Blacktop Gravel - $2.09 per ton, 10,000 tons 7/8” Binder Gravel - $2.09 per ton, 16,000 tons Washed Sand - $4.50 per ton, 2500 tons 5/16” Minus Chip - $4.50 per ton, 6500 tons 5/8” Chip Rock - $4.50 per ton. Motion Carried.

Update on Highway Furnace.
Phil Montwill informed the Committee that he is currently working on putting a bid package together for the new furnace.

Schedule date for Road Review.
The 2013 Road Review will be included in the June 17, 2013 regular meeting.

Review request from Asst. to Hwy Commissioner/Hwy Financial Administrator to adjust 2013 salary to compensate for an 80 hour pay period which was changed from 77.50 hours to 80.0 hours in 2012.
A Lieffring/Gierke motion that since the Highway Department increased the minimum required hours of work from 77.50 hours to 80.0 hours per pay period for the Asst. to Hwy Commissioner/Hwy Financial Administrator and the rate of pay for this position was based on an hourly rate of $21.72 per hour than the pay for this position for each pay period should be based on $21.72 per hour times an 80.0 hour pay period. Roll Call: Voting Yes – Freeman, Gierke, Boss, Nawrocki, Lieffring. Voting No – None. Motion Carried.

Review request from Asst. to Hwy Commissioner/Hwy Financial Administrator for salary adjustment.
Will review again at a later date.

Request to fill the open Laborer position.
Tim Meyer, Highway Laborer, was moved to the open Shop Foreman position leaving a Laborer position open.
A Freeman/Nawrocki motion to approve filling the open Laborer position. Motion Carried.

Update on Night Mechanic position.
Phil Montwill reported that Jonathon Riskus was hired for the Night Mechanic position.

Authorization to replace 5 Highway Computers, 2 MS Office Licenses and the Highway Server per recommendations of Rusk County IT Department for a total cost of approximately $6000.00. The Highway Committee conferenced via speaker phone with Manley Peterson in IT.
A Lieffring/Freeman motion to replace 5 Highway Computers, 2 MS Office Licenses and the Highway Server per recommendation of Rusk County IT Department for a total cost of
approximately $6000.00, taking the funds from the Highway Equipment Fund. Motion Carried.

HIGHWAY COMMISSIONER REPORT.
Phil Montwill reviewed the current Highway Maintenance projects. Update on Tack Truck. 
A Freeman/Gierke motion to approve the Highway Commissioner report. Motion Carried.

HIGHWAY SAFETY REPORT 
Regular safety training continues. Hearing tests are scheduled for next 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 02/28/2013. 
A Freeman/Boss 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 Feeman/Gierke motion to approve the office report. Motion Carried.

HIGHWAY COMMITTEE- ANNOUNCEMENTS 
None. 
Ron Freeman left the meeting at 10:50 a.m.

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 June 17, 2013 at 8:00 a.m. at the Rusk County Highway Department.

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

Meeting adjourned at 11:35 a.m.

Minutes prepared by Highway Asst to Hwy Commissioner / Hwy Financial Administrator – Nanci A. Mertes

Distributed on May 21, 2013