Rusk County
Highway Committee

June 17, 2013

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

Absent: Pete Boss.

Also Present: Nanci Mertes, Phil Montwill, Arian Knops (9:20 a.m.).

Call meeting to order:
Highway Vice-Chair Roger Gierke called the meeting to order at 8:00 a.m.

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

Approval of minutes – May 20, 2013
A Lieffring/Freeman motion to approve the minutes of May 20, 2013 as presented. Motion Carried.
A Nawrocki/Lieffring motion to amend the minutes of May 20, 2013 as follows: move “Amy Hayden, landowner in Town of Willard with driveway concerns, introduced herself.” from the public comment paragraph on page 1 to last paragraph on page 1 under “Amy Hayden – CTH “D” in the Town of Willard”, insert a heading on page 1 “Driveway Variances” directly above the Mike Mataczynski paragraph and include “Ron Freeman left the meeting at 10:50 a.m.” on page 4. Motion Carried.

Public Comment and/or input – 30 minutes.

Purchase Crusher for crushing operations in county owned gravel pits.
Phil Montwill reviewed costs for purchasing a new/used crusher. Committee discussion on costs and advantages/disadvantages of owning a crusher.
A Freeman/Lieffring motion to table the purchase of a Crusher until next meeting. Motion Carried.

Retirement Plaques for retired employees.
Phil Montwill discussed retirements that have occurred in the last 5 years. He would like to present retired employees with retirement plaques in recognition of their years of service with the Highway Department.
A Lieffring/Freeman motion to assign plaques to the retirees per the Highway Commissioner recommendations with plaques to be presented at a get-together with the retirees and County Board. Motion Carried.

Update on Highway Interns.
Phil Montwill explained that he had intended hiring 4 Highway Interns for the summer as approved by the committee however, 2 of the 4 chosen took other positions so he will be working with only 2 Highway Interns this year.

HIGHWAY COMMISSIONER REPORT.
Phil Montwill discussed status of Highway projects, equipment needs and equipment being prepared for the construction season.
A Nawrocki/Freeman motion to approve the Highway Commissioner report. Motion Carried.
HIGHWAY SAFETY REPORT
Currently training the new Highway Interns.
A Lieffring/Nawrocki 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 03/31/2013.
A Freeman/Nawrocki 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 Nawrocki/Lieffring motion to approve the office report. Motion Carried.

HIGHWAY COMMITTEE- ANNOUCEMENTS
None.

Approve payment of bills.
A motion to approve Highway Payrolls, Payable Invoices and Wells Fargo Pay Card Invoices presented to them.
A Freeman/Lieffring 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 July 15th, 2013 at 8:00 a.m. at the Rusk County Highway Department.

County Highway Road Tour 2013.
The Committee departed for the road tour at 9:40 a.m. with Arian Knops joining.

Bob Nawrocki left the meeting at 9:40 a.m.

The Committee returned to the Highway Department at 1:20 p.m.

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

Meeting adjourned at 1:20 p.m.

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

Distributed on July 18, 2013