Rusk County Highway Committee

Committee Approved

January 19, 2015


Absent: Jim Platteter

Also Present: Nanci Mertes, Phil Montwill, Karl Fisher (Personnel Committee Chair).

Call Meeting to Order.
Highway Chair, Pete Boss called the meeting to order at 8:00 a.m.

Approval of Minutes – December 15, 2014 and October 14, 2014.
A Gierke/Lieffring motion to approve the minutes of December 15, 2014 and October 14, 2014. Motion Carried.

Public Comment and/or Input.
None.

Highway Overtime – Request to change the County overtime policy to allow Highway Employees overtime during the winter maintenance season for hours worked outside of their normally scheduled work day and on weekends with Holidays to be considered part of their 40 hours worked.
The Highway Commissioner explained the Highway crew employees are requesting to be paid overtime during the winter maintenance season for hours worked outside of their normally scheduled work day including weekends with holidays and other time off to be considered part of their 40 hours worked. The Committee reviewed the recent policy changes for Highway Department overtime in Chippewa County. Discussion followed. Mertes will prepare five year reports showing overtime paid using ACT 10 versus overtime paid using holidays and other time off considered part of the 40 hours worked during the winter maintenance season.
No action taken at this time.

Patrol Superintendent Overtime – Request the Patrol Superintendent position return to a non-exempt status so position can earn overtime again.
The Committee reviewed salary comparables for Patrol Superintendents in Sawyer County - $61,734.40 no overtime, Price County - $53,567.64 no overtime, Taylor County - $63,049.00 no overtime, Ashland County - $60,000.00 no overtime, Douglas County - $65,208.00 no overtime, Burnett County - $68,016.00 overtime paid at $49.05 per hour, Washburn County - $67,622.00 no overtime, Barron County - $67,828.80 no overtime, and Bayfield County - $46,855.00 to $70,282.00 no overtime, Rusk County - $49,940.80 no overtime. Discussion followed.
No Action taken at this time.

Andy Mautner – Notice of re-class from Laborer to Driver/Operator effective February 1, 2015.
The Highway Commissioner reported that Highway Employee Andy Mautner will be promoted to Driver/Operator as of February 1, 2015.

Create new position – Highway Cost Account Specialist I.
Mertes will prepare an updated Job Description for the Highway Clerical Assistant position that will include added job responsibilities and a job title change from Highway Clerical Assistant to Highway Cost Account Specialist I position with pay adjustment from $12.20 per hour to $17.46 per hour.
Consensus of committee to move the new job description to the Personnel Committee.
Mertes will prepare an updated job description using the new job description format and will forward to Personnel for approval.
Meeting Recess - 9:15 a.m.
Meeting Reconvenes - 9:30 a.m.

Review/Discuss Winter Highway conference events.
Discussion of events at the recent Winter Highway Conference.

Recovery of Administrative costs in Forestry Grant projects.
It has come to the attention of the Forestry Administrator and Highway Commissioner that the Forestry Grants will not support payment of the "administrative charge" from the Highway Department. Discussion followed.

Mining agreement between Rusk County Highway Department and Jim Meng.
The contract agreement between Rusk County Highway Department and Jim Meng has expired and needs to be renewed.
A Lieffring/Gierke motion to authorize the Highway Commissioner negotiate the mining agreement between Rusk County Highway Department and Jim Meng and bring back results to the next Highway Committee meeting. Motion Carried.

Let for bid - Land Rental at the Highway Department Scott pit. 56 Acres.
A Gierke/Nawrocki motion to authorize to let for bid leasing of 56 acres at the Highway Department Scott Pit. Motion Carried.

HIGHWAY COMMISSIONER REPORT.
Discussion on equipment breakdowns since the onset of the winter season.

HIGHWAY SAFETY REPORT
The following meetings have been conducted: Confined Space, Electrical Hazards.

HIGHWAY FINANCIAL REPORT.
This report includes the current status of Highway Cash, Payables, Receivables, Equipment/Blacktop Plant funds and current Year-to-Date Fund Statement.

HIGHWAY OFFICE REPORT.
This report includes the status of worker compensation claims, liability insurance, office personnel activity, crew updates, retirements, unemployment claims and number of Highway FMLA requests.

HIGHWAY COMMITTEE- ANNOUNCEMENTS
None.

Approve payment of bills.
A Lieffring/Gierke motion to approve the "Payment Approval Report" from the Finance Department dated 01/15/2015 and the Highway Crew and Administration Payrolls as presented. Motion Carried.

Set date for next highway committee meeting.
The next regular Highway Committee meeting is set for February 16, 2015 at 8:00 a.m. at the Rusk County Highway Department.

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

Meeting adjourned at 10:30 a.m.
Minutes prepared by Nanci A. Mertes, Asst to Hwy Commissioner/Financial Administrator. Distributed on 01/19/2015