Rusk County Highway Committee  September 28, 2015

Also Present: Scott Emch, Nanci Mertes, Sandy Voldberg, Jim Edming, John Engdahl.

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

Approval of Minutes – August 17, 2015.
A Gierke/Lieffring motion to approve the minutes of August 17, 2015. Motion Carried.

Public Comment and/or Input.
Sandy Voldberg and Jim Edming spoke to the Committee regarding the wording in the Highway Department job ad and job descriptions regarding the requirement of a Commercial Driver’s License.

Review purchase of new workstation/desk for Highway Commissioner office.
The Property Committee reviewed a request that had been approved by the Highway Committee at their August meeting to purchase a new desk/workstation for the Highway Commissioner. Discussion followed. This item will be returned to the Property Committee for review with the cost of the desk ensemble being lowered from $4300.00 to $2495.00.

Create Policy – Per Wis. Stat. 83.03 and 83.035 (Attorney General Determination OAG-2-11, November 2, 2011) – For all cost shared County and Town/Village projects the County Highway Commissioner shall determine if work will be done by local forces or contracted.
The Highway Commissioner presented Policy – LocalForces092815 titled “Policy on County Aid Projects relating to use of County work forces on said projects.” The Committee reviewed Wis. Stat. 83.03, 83.035, Attorney General Determination OAG-2-11 dated November 2, 2011. Per the Wisconsin State Statutes; when the Highway Department enters into an agreement with a local municipality for highway improvements presented to the County by petition from the local municipality, the County Highway Commissioner will make a determination whether the work will be performed by County Work Forces or be let to public contract.
A Gierke/Boss motion to approve Highway Policy LocalForces092815 - County Aid Projects relating to use of County Work Forces on said projects. Motion Carried.

Review Wisconsin State Statute 82.08 Town Bridges or Culverts; construction and repair; county aid.
The Committee reviewed State Statute 82.08 – Town bridges or culverts; construction and repair; county aid. Discussion followed.

Rusk County was selected as a recipient of an award for the State Energy Program – Wisconsin’s Refueling Readiness Plan. The total reward includes a reimbursement of $1000.00 to cover the cost of entering into an agreement with the state to be designated as a disaster fueling facility resulting in the operation of a reliable fueling station where emergency vehicles can obtain diesel fuel or gasoline during extended power outages.

Review Fuel System Upgrade.
The EPA is requiring all underground fuel storage tanks have sump pumps installed by year 2020. The Department will begin looking at costs for installation of the sump pumps on their two underground fuel storage tanks and they will look at upgrading the outdated fuel pumps at this time.
Update on 2016 Budget.
No changes.

Request to purchase TOPCON P32 Paver Control.
The Highway Commissioner reviewed the need for the TOPCON P32 Paver Control.
A Lieffring/Gierke motion to purchase the TOPCON P32 Paver Control for a cost of up to $15,000.00. Motion Carried.

Request to dispose of the following equipment through Equipment Broker Tony Trolla; #20 – Kenworth Truck Tractor 1969, #66 – International Dump Truck 1995, #266 – Sander, #766@ - Wing.
A Nawrocki/Platteter motion to approve disposing Highway Equipment units #20, #66, #266, #766W and place these items on the Wisconsin Surplus Auction site. Motion Carried.

HIGHWAY COMMISSIONER REPORT
Crews are currently working on CTH “M”. Current average pavement rating on all county highways is 6.34. Crews are working on State projects doing PBM rut paving and crack-sealing on Highway 40.

HIGHWAY SAFETY REPORT
The Highway Safety Coordinator performed new employee safety training and orientation. Upcoming safety meetings scheduled with Highway Crew will be “Flagging”.

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.

REVIEW HIGHWAY COMMISSIONER SALARY
The Committee reviewed the Highway Commissioner salaries in various local counties. Discussion followed. The Committee suggests that a wage salary proposal for the Highway Commissioner will be made through the Personnel Committee.

Bob Nawrocki left the meeting at 10:30 a.m.

Approve payment of bills.
A Lieffring/Gierke motion to approve the “Payment Approval Report” and 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 October 26, 2015 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 10:53 a.m.
Minutes prepared by Nanci A. Mertes, Asst to Highway Commissioner/Financial Administrator Distributed on 09/30/2015