COMMITTEE APPROVED

Present: Pete Boss, Bob Nawrocki, Roger Gierke, Lyle Lieffring.
Absent: Jim Plattefall.

Also Present: Scott Emch, Nanci Mertes, Nick Scholte, Kurt Gorsengler, John Biller, Joe Lorence, Marian Dernvsek, Kirby Dernvsek, Daniel Sydow PE, Jay Wheaton PE, Dave Pantzaff PE.

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

Approval of Minutes – November 16, 2015.
A Gierke/Lieffring motion to approve the minutes of November 16, 2015. Motion Carried.

Public Comment.
Nick Scholte of CORRE thanked the Committee for past projects and wished the Committee a Merry Christmas.
Dave Pantzaff and Daniel Sydow of Ayres Associates thanked the Committee for past projects and wished the Committee a Merry Christmas.
Kurt Gorsengler from the City of Ladysmith stated he was present today to listen to the Committee discuss the fuel surcharge.
Jerry Biller stated he was present today to discuss concerns on personnel issues regarding hiring practices at the Highway Department. Chair Boss said he would place this item on the January agenda.

Authorize Timber Sale and Let for Bid – Scott Pit Timber.
The Highway Commissioner explained that in order to prepare for future gravel operations the Highway Department will need to expand the Scott Pit by conducting a clear cut of timber.
A Lieffring/Gierke motion to authorize the timber sale from the Scott Pit and let for bid. Motion Carried.
A Lieffring/Gierke motion to rescind the motion to authorize the timber sale from the Scott Pit and let for bid. Motion Carried.
A Gierke/Lieffring motion to authorize the Commissioner to negotiate a direct sale after verifying it meets the County's guidelines for direct sales. Motion Carried.

CTH “D” – Discuss County right of way and disposition of abandoned County owned bridge over Little Jump River.
The Highway Commissioner reviewed the current findings of the CTH "D" right-of-way and abandoned bridge.
A Lieffring/Gierke motion to rescind the motion from November 16, 2015 which stated a Plattefall/Lieffring motion to have the county issue a quiet claim deed on a parcel of land in the Northwest Quarter of the Northeast Quarter of Section 33, Township 33 North, Range 5 West, Town of Marshall, Rusk County, Wisconsin, described as follows: Commencing at the North quarter corner of said Section 33; thence S 00 ee'17" E, along the West line of said NW1/4 -- NE1/4, 485.63 feet; thence N 89 26'43" E, 726.0 feet to the South right of way of County Highway D and the point of beginning; thence N 01 25'16" W, 20.79 feet; thence N 75 36'45" W, 14.17 feet; thence S 23 14'29" W, 209.89 feet, more or less, to the North shore of the Jump River, thence Southeasterly along the North shore of the Jump River to the North shore of the Little Jump River; thence Northeasterly along the North shore of the Little Jump River to its intersection with the South right of way of County Highway D, thence Northeasterly along the South right of way of County Highway D to the point of beginning, EXCEPT the right of way of the old County Highway D which is no longer in use for highway purposes. Motion Carried.
The Highway Commissioner explained that after researching the right-of-way it was discovered that the County still owns the abandoned bridge at this location along with the old right-of-way
and that the bridge needs to be either sold or removed before the County can issue a quick claim deed on the old CTH “D” right-of-way.

**A Gierke/Nawrocki motion that the County will remove the bridge on old CTH “D”. Motion Carried.**

**Highway Department Fuel/Gas Surcharge.**
The Committee passed a motion at their November 16, 2015 Committee meeting to charge a fuel surcharge of .10 cents per gallon.

**A Nawrocki/Gierke motion to clarify the November 16, 2015 motion that the Highway Department shall charge .10 cents per gallon as a fuel surcharge beginning January 1, 2016. Motion Carried.** The .10 cents per gallon surcharge will be the only amount charged on fuel/gas purchases at the Highway Department.

**County-Wide Vehicle Maintenance.**
The Finance Committee is in the process of researching vehicle maintenance practices for the county fleet. Discussion followed.

**A Gierke/Boss motion to allow the Highway Department to conduct County Fleet maintenance. The Committee will do an operational review in 6 months. Motion Carried.** Mertes explained that the departments will have to come to the Highway Office to have their keys re-programmed to include mileage so the gas software can generate service need reports on each vehicle.

**Authorize Troy Lybert and Josh Dicus attendance at the Aggregate Technician I (AGGTEC-I) School in Eau Claire on February 29, 2016 through March 3, 2016.**

**A Lieffring/Gierke motion to authorize Josh Dicus and Troy Lybert attendance at the Aggregate Technician I (AGGTEC-I) School in Eau Claire on February 29, 2016 through March 3, 2016. Motion Carried.**

**Authorize Troy Lybert and Josh Dicus attendance at the Transportation Materials Sampling (TMS) School in Eau Claire on March 3, 2016.**

**A Lieffring/Gierke motion to authorize Josh Dicus and Troy Lybert attendance at the Transportation Materials Sampling (TMS) School in Eau Claire on March 3, 2016. Motion Carried.**

**Authorize Josh Dicus attendance at Smoke School on March 29, 2016 in Eau Claire.**

**A Nawrocki/Gierke motion to authorize Josh Dicus attendance at Smoke School on March 29, 2016 in Eau Claire. Motion Carried.**

**Authorize purchase of the following pieces of equipment: 1 Loader, 2 Mowers, 1 Back Blade. The Committee discussed equipment needs.**

**A Nawrocki/Gierke motion to authorize letting for bid the following equipment: 1 Loader, 2 Mowers, 1 Back Blade. Motion Carried.**

The Highway Committee meeting recessed at 10:00 a.m. for a Public Information Meeting.

**PUBLIC INFORMATION MEETING 10:00 a.m.**

Public Meeting called to order at 10:00 a.m. by Highway Chair Pete Boss for Project I.D. 8780-00-01, Little Thornapple River Bridge on CTH J.

Attending: Nanci Mertes, Lyle Lieffring, Eric Douglass, Peter Boss, Roger Gierke, Bob Nawrocki, Scott Emch, Jay Wheaton PE from Mead & Hunt, Inc.

The current bridge on CTH J over the Little Thornapple River has been rated as structurally deficient and has been scheduled for replacement. This project will replace the existing timber abutment structure with a new reinforced concrete slab structure. The project will also make minor upgrades to the bridge approaches. Construction is currently scheduled to be completed during the 2017 construction season. CTH J will be closed during construction and work is expected to take 2-3 months to complete.
A Nawrocki/Gierke motion to close the public meeting. Motion Carried.

The Highway Committee meeting reconvened at 10:20 a.m.

Authorize sale of the following pieces of equipment: #437 Crack Sealer, #7 Dodge Pick-Up, #6 Tack Truck, #434 Distributer, #74 Loader, #177 Mower.

A Lieffring/Nawrocki motion to dispose of the following equipment: #437 Crack Sealer, #7 Dodge Pick-Up, #6 Tack Truck, #434 Distributer, #74 Loader, #177 Mower when replacements have been purchased. Motion Carried.

HIGHWAY COMMISSIONER REPORT
The Highway Commissioner handed out a program meeting agenda from Contech Engineered Solutions scheduled for February 25, 2016 where the Commissioner will be the Keynote Speaker on culvert installation.
Various bridges and projects were discussed.

HIGHWAY SAFETY REPORT
Chainsaw and Chipper safety training was conducted the first week of December.

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 Gierke/Lieffring 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 January 25, 2016 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 11:00 a.m.

Minutes prepared by Nanci A. Mertes, Asst to Highway Commissioner/Financial Administrator Distributed on December 22, 2015.