Rusk County  
Highway Committee  
December 15, 2008

Absent: Hofacker.

Also Present: E. Wundrow, N. Mertes.

Highway Chair H. Golat called the meeting to order at 8:30 a.m.

Approval of the agenda and move any agenda items as needed.  
A DuSell/Costello motion to approve the agenda and move any agenda items as needed. Motion Carried.

Approval of minutes – Regular Meeting from November 17, 2008 and Special Meeting of December 8, 2008.  
A Costello/DuSell motion to approve minutes for November 17, 2008 and December 8, 2008. Motion Carried.

Discussion and possible motion – purchase of security camera for Highway Yard.  
CTC Telcom submitted the following cost estimates for the security cameras for the Highway Department:  
Option 1 – 2 Day/Night Model 7815 Cameras, 1 24VAC Camera Power Supply, 1 4-Channel DVR Recorder, 320 GB, 4 Power Video Surge Protectors, 10 2 piece Crimp Plug (F/RG-59), 2 RG-59 18/2 Siamese Doax/Power, 1 15 Inch Color LCD Monitor, 1 Dome Color Camera, 1 Misc. Fasteners, Connectors, Etc. COST - $6080.50. Additional Cost for VPN Access $450.00.  
Option 2 – 2 Day/Night Model 7915 Cameras, 1 24VAC Camera Power Supply, 1 4-Channel DVR Recorder, 320 GB, 4 Power Video Surge Protectors, 10 2 Piece Crimp Plug (F/RG-59), 2 RG-59 18/2 Siamese Doax/Power, 1 15 Inch Color LCD Monitor, 1 Dome Color Camera, 1 Misc. Fasteners, Connectors, Etc. COST - $6346.50. Additional Cost for VPN Access $450.00.  
Option 2 cameras allow a much greater zoom capability and are recommended by CTC Telcom.  
A DuSell/Svoma motion to postpone purchase of security cameras until March 2009. Motion Carried.

Closed Session – announced by Chair.  
Employee Review – Disciplinary.  
For considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility. WI Stats 19.85 (1) (c)  
A DuSell/Svoma motion to go into closed session. Roll Call: Golat – Yes, Svoma – Yes, Costello – Yes, DuSell – Yes. Motion Carried.

Open Session – possible motion regarding topics of closed session.  
A Costello/Svoma motion to go into open session.  
A Costello/Svoma motion to add sentence to agreement and for the agreement to be forwarded to the employee after labor attorney reviews. Motion Carried.
Closed Session – announced by Chair.
Highway Patrol Superintendent Exempt Status and other Personnel Highway related matters that are governed by the Highway Commissioner and Highway Committee per state statute.
For considering employment promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility. WI Stats 19.85 (1) (c)

Open Session – possible motion regarding topics of closed session.
A Svoma/Costello motion to return to open session. Motion Carried.
A Svoma/DuSell motion to extend personal leave of absence for another 30 days under the condition that should the employee be called back to work he must return to work within 24 hours of the phone call. Motion Carried.
A Costello/Golat motion to recommend that the Highway Commissioner, Patrol Superintendent, and Office Manager along with the Highway Committee meet with the Personnel Committee on January 7, 2009 regarding the Patrol Superintendent Exempt Status. Motion Carried.

Closed Session – announced by Chair.
For considering employment promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility. WI Stats 19.85 (1) (c)

Open Session – possible motion regarding topics of closed session.
A Svoma/Costello motion to return to open session. Motion Carried.

Review correspondence from County Clerk Office regarding County Board request for ATV
County Road Route map.
N. Mertes reviewed e-mail from County Clerk regarding request by County Board for an updated ATV map. H. Golat presented the current map for ATV routes on county highways in Rusk County prepared by John Fitzl in Land Information Department. E. Wundrow will distribute this map at the County Board meeting of 12/16/2008.

Request to amend the County Ordinance for ATV Travel in order to include ATV travel on County Highways for: Town of Wilkinson – CTH “F” from Stout Road to the North leg of CTH “O” AND from CTH “O” to CTH “W” AND all of CTH “W” in the Township of Wilkinson.
The Committee reviewed the request from Town of Wilkinson.
A DuSell/Costello motion to approve the ATV route request on county highways from the Town of Wilkinson for CTH “F” from Stout Road to the North leg of CTH “O” AND from CTH “O” to CTH “W” AND all of CTH “W” and move to the County Board for approval. Motion Carried.

Discussion – 2009 Radio Upgrade to digital.
Discussion on available grants for the radio upgrade.
A Costello/DuSell motion to check with Ross Bach regarding a grant for the radio upgrade. Motion Carried.

Update on Eric Edming NSF Check.
A Golat/Costello motion to continue with legal proceedings. Motion Carried.
Discussion and Possible Motion – Full Year 10 hour, 4 day weeks.
N. Mertes reviewed with the Committee the “Letter of Agreement” regarding full year 10 hour, 4 day weeks that she prepared. Discussion followed.

Discussion and Possible Motion – Rusk County Badge/Security System Policy.
N. Mertes reviewed the pending Rusk County Badge/Security System Policy with the Committee.
A Golat/Costello motion for T. Costello to bring the safety issue of the crew wearing badges on the front of their person while performing maintenance activities and working on machinery to the attention of the personnel committee. Motion Carried.

Review Sawyer County Highway Department notice of 3% administrative charge with an additional 1% small tools charge on all their billing beginning January 1, 2009.
The Committee reviewed a letter from Sawyer County Highway Department regarding the Sawyer County Highway Committee voting to begin charging a 3% administrative charge and 1% Small Tools charge on all of their billing beginning January 1, 2009.

Highway Committee – signing of the 2009 DMA Signing Contract.
The Committee reviewed and signed the 2009 DMA Signing Contract.

Highway Commissioner Report.
The Commissioner reported that the crews are now on winter mode.

N. Mertes passed out copies of the current Highway Receivable report and the current On Line Highway Cash Balance. Discussion followed.
A DuSell/Costello motion to approve the financial report. Motion Carried.

Highway Office Report.
N. Mertes passed out the office report. Insurance items were discussed.
A Costello/Golat motion to approve the office report. Motion Passed.

Highway Committee – Comments.

Action on monthly vouchers.
No vouchers submitted.

Sign pre-approved vouchers.
Pre-approved vouchers in the amount of $224,189.32 were signed by the Highway Committee.
A Costello/DuSell motion to approve the pre-approved vouchers for $224,189.32. Motion Carried.

Set date for next highway committee meeting.
The next Highway Committee meeting is scheduled for January 19, 2009.

Motion to Adjourn.
A DuSell/Svoma motion to adjourn. Motion Carried.
Meeting adjourned at noon.

Minutes Prepared by N. Mertes
Distributed on December 16, 2008