Meeting called to order at 8:30 A.M. on May 19, 2008.


A DuSell/Svoma motion to approve today’s agenda and move any agenda items as needed. Motion Passed.

A Hofacker/Costello motion to approve the Highway Committee Regular Minutes of April 21, 2008. Motion Passed.

APPEARANCE BY PHIL HAAS of Haas Construction regarding request for easement at the County Scott Pit.

P. Haas appeared before the Committee today to request easement from the Highway Department through the Highway Department Scott Pit. The Highway Commissioner explained that an easement is not something the county should get involved with at the Scott Pit due to liability issues. P. Haas explained that he currently has an easement from Olynick to get to his pit; however, this easement does not include him being able to run power/electrical lines. P. Haas explained that he spoke with the State and was told that he would be able to obtain a state driveway permit for a shared driveway with Olynick. P. Haas stated that if easement is not possible then he would like to purchase 10 acres of land on the north end of the Scott Pit in order to access his pit and have power/electrical lines brought in. Discussion followed.

A Svoma/Costello for P. Haas to draw up plans for his request and submit to the Highway Commissioner. The Commissioner shall present the plans to Corporate Council to assure Highway is meeting legal standards and policy and request a legal opinion from Corporation Council as to whether this issue needs to be bid out. Highway will hold a special meeting to address this issue after Corporate Council completes his legal opinion. Motion Passed.

APPEARANCE BY CODY BRESINA AND NICK REICH regarding request for County to close a portion of CTH “D” in the Village of Sheldon for a large “block party” gathering.

C. Bresina and N. Reich appeared before the Committee to request that the Highway Committee authorize the closing of CTH “D” from the intersection of CTH “VV” & CTH “D” for 675 feet west on August 16, 2008 from 10:00 a.m. to 7:00 p.m. for a “Rider’s Union-Local 715, Reich’s Roadhouse, and Dewey’s Roadhouse – Roadhouse River Run 2008” This event will have free tent camping in the Village of Sheldon and Reich’s Roadhouse will be serving hot food and cold drinks all weekend. There will also be stunt demonstrations, burnout pits, a poker run, and live music.

A Costello/Hofacker motion to postpone this matter until the next Highway Committee meeting on June 16, 2008. Motion Passed.

CLOSED SESSION announced by Highway Chair to:
Review student applications and select student applicants for 2008 construction season, Update from Sheriff Department.
For considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. WI Stats 19.85 (1) (c).
For considering financial, medical, social or personal histories or disciplinary data of
specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par (b) applies which, if discussed in public, would likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations WI Stats 19.84 (1) (f).


**OPEN SESSION** – Motion to return to open session. A DuSell/Costello motion to return to open session. Motion Passed.

**OPEN SESSION** – Possible motion on items reviewed and discussed in closed session.

A DuSell/Costello motion to hire the following applicants for the 2008 Highway Summer Student Program: Derek Nette, Cole Gudis, Aaron Ewert, Jeffery Eby, Tyler Davis, Jonathon Runstrom. Luke Stoll and Shawn Harris are selected as alternates should the above named applicants not be able to take the position. Motion Passed.

Committee recessed for lunch at 12:15 p.m.

Committee reconvened at 1:00 p.m.

**REQUEST AUTHORIZATION to let for bid asphalt pulverizing for 10 miles of County Highway.**

The Highway Commissioner explained that the Highway Department no longer has an asphalt pulverizer so the Department will have to bid this item.

A Hofacker/DuSell motion to authorize the letting of bids for asphalt pulverizing for up to 10 miles. Motion Passed.

**REQUEST AUTHORIZATION to let for bid beaver trapping on County Highways.**

Possible Motion.

A Costello/Svoma motion to authorize the letting of bids for beaver trapping on County Highways. Motion Passed.

**REQUEST TO PURCHASE:**

**Portable Traffic Lights -**

The Highway Commissioner explained the importance of using portable traffic lights for county bridge and maintenance projects. The traffic lights allow the department to keep the bridge lanes and county highways open during most maintenance projects. The lights also increase safety on the project sites.

- Horizon Signal Technologies - $34,950.00 - 4 portable traffic lights
- $8,400.00 - solar panel

Total Cost $43,350.00

A Golat/Svoma motion to purchase in June of 2008 the 4 Portable Traffic Lights with the solar panel for a total cost of $43,350.00. Motion Passed.

**Security Camera System -**

A DuSell/Svoma motion to postpone purchase of the Security Camera System until the Commissioner obtains more information. Motion Passed.
Crack Sealer -
The Highway Commissioner explained the details of crack sealing on County Highways. In the past Total Asphalt or Bergman have done the work. The Highway Commissioner would like to purchase a crack sealer and have county crews perform crack sealing work on county highways. This activity is essential to the maintenance process which allows a longer life to county highways.
A Costello/DuSell motion to postpone the decision on purchasing the crack sealing until there is more information. Motion Passed.

REVIEW / DISCUSS legality of extending bid contracts into future years.
N. Mertes reviewed correspondence from Rusk County external auditors regarding extension of contracts into future years. External Auditor states that they can find nothing in the statutes that prevents this activity.

REVIEW / DISCUSS certificate of insurance requirements for contractors working for the Highway Department.
Rich Summerfield, Rusk County Corporate Council, addressed the committee via speaker phone. Corporation Council directed this issue to the county legal attorney Mindy Dale.

REVIEW / DISCUSS the following ATV Manuals:
ATV Route Guideline and Suggestions
State Statute 23.33 All-Terrain Vehicles
Wisconsin All-Terrain Vehicle Laws
N. Mertes passed out the “Wisconsin All-Terrain Vehicle Laws” manual for the Committee to review.

REQUEST TO AMEND COUNTY ORDINANCE FOR ATV TRAVEL IN ORDER TO INCLUDE FOR ATV TRAVEL ON COUNTY HIGHWAYS FOR: Town of Wilson CTH “F” From Breakneck Road/Otto’s Road to South Buck’s Lake Road/Gary’s Road. Possible Motion.
A DuSell/Costello motion to approve the request from the Town of Wilson for ATV travel on CTH “F” from Breakneck Road/Otto’s Road to South Buck’s Lake Road/Gary’s Road and to send the request to the full County Board for final approval. Motion Passed.

REVIEW PORTFOLIOS to engineer, relocate, and construct a new highway department facility.
A Costello/Hofacker motion to interview the design engineers at a special meeting to be held on June 2, 2008 at 8:30 a.m. Motion Passed.

CREATION OF HIGHWAY DEPARTMENT Policy regarding County Departments, Municipals and Government Locals use of the Highway Department Fuel/Gas Site.
A Hofacker/Costello motion to create a policy that states that only county or Municipal/School District owned vehicles and equipment, that have Highway Department authorization, can purchase fuel or gas at the Highway Department site. Motion Passed.

DISCUSS / REVIEW – Internal fuel delivery to Highway offsite project equipment.
Highway staff reviewed with the Committee reporting procedures for off-site fuel tanks. N. Mertes explained that different procedures need to be implemented in order to create increased accuracy on off-site fuel reporting.
CONSTRUCTION CHANGE – Request to replace Construction Project CTH “I” Grind and Pave for 2.0 miles for Hwy. 8 to Airport Road to CTH “I” Grind and Pave for 2.0 miles from Prairie Road to Hraban Road. No change in project cost.

The Highway Commissioner explained that CTH “I” from Prairie Road to Hraban Road is in much more need of maintenance then the section of CTH “I” from Hwy. 8 to Airport Road. The Committee will review these sections of Highway on their Spring 2008 road review.

HIGHWAY COMMISSIONER REPORT.

Highway Operations and Equipment.

The Highway Commissioner reviewed current projects that crews have begun work on and the status of construction plans for 2008 on CTH “D”. Highway crews have completed maintenance repairs on two bridges on CTH “A” and are moving to the CTH “M” bridge. The Cox Bridge on CTH “G” will be done after the CTH “M” bridge maintenance is complete. Jump River Electric has to move 3800 feet of power line on the south side of CTH “D”. Cost to Rusk County Highway Department for Jump River Electric moving the power line is $27,100.00. The following chip seal estimates were submitted to the Highway Commissioner for 11 miles of county highway: Fahrner Asphalt Sealers - $114,978.03 – Scott Construction - $105,417.44. The Highway Commissioner will contract with Scott Construction for chip sealing for 2008 season.

The Highway Committee Road Tour is scheduled for May 29, 2008 at 8:30 a.m.

Update on Blacktop Plant upgrade.

The Asphalt Plant is ready to go. The Blacktop Plant Foreman performed a test day and everything ran without any problems.

Status of Highway Equipment.

The Highway Department is currently renting a small and large backhoe from Dairyland Implement and four portable traffic lights for bridge construction from Horizon Signal Technologies.

A Svoma/Costello motion to approve the Highway Commissioner report. Motion Passed.

HIGHWAY FINANCIAL REPORT.

N. Mertes reviewed the current status of the Highway Department cash position, funds statement and receivables report through March 2008.


HIGHWAY OFFICE REPORT.

A Hofacker/Costello motion to approve the Highway Office Report. Motion Passed.

ATTENDANCE – Northwest Region Big Ten Commissioners Association County Highway Commissioner & Committee Member Meeting, May 22, 2008.

The following Highway Committee members will attend the Commissioner & Committee Members meeting on May 22, 2008: H. Golat, G. DuSell, R. Svoma, T. Costello, E. Wundrow.

Committee will meet at the Highway Department at 7:30 a.m.

Action on monthly voucher’s.

No vouchers submitted.

Sign pre-approved vouchers.

Pre-approved vouchers in the amount $205,979.10 were submitted for signature.

A Hofacker/Svoma motion to approve the pre-approved vouchers in the amount of $205.979.10. Motion Passed.
Set date for next highway committee meeting.
The next Highway Committee meeting is scheduled for June 16, 2008 at 8:30 a.m. at the Rusk County Highway Department.

Motion to adjourn.
A Costello/Svoma motion to adjourn. Motion Passed.
Meeting adjourned at 4:00 p.m.

Minutes prepared by Highway Office Manager N. Mertes
Distributed on May 21, 2008