Rusk County
Highway Committee


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 items as needed. Motion Carried.

Approval of minutes – Regular Meeting from March 17, 2009.
A Costello/DuSell motion to approve minutes for March 17, 2009. Motion Carried.

Land Lease Contracts for 2009.
38 Acres – Scott Pit
16 Acres – Scott Pit
N. Mertes reported that there are currently two lease contracts for land at the Scott Pit that were leased to Terry DuSell. The 38 acre lease amount - $10.93 per acre or $415.34 for the year and the 16 acre lease amount - $113.60 per year. Lease contract language states that Terry DuSell has the “First Right of Refusal” regarding renewal.
A Svoma/Costello motion to combine the 38 acre contract and the 16 acre contract into one contract totaling 54 acres. Motion Carried with Gene DuSell abstaining.
A Svoma/Hofacker motion to lease the 54 acres to Terry DuSell for 2009 at $11.00 per acre or $594.00 for the year. Motion Carried with Gene DuSell abstaining.
Terry DuSell discussed his concerns regarding security at the leased area in the Scott Pit.

Discussion/Possible motion regarding correspondence from the City of Ladysmith regarding Doughty Road.
E. Wundrow reported that he spoke with the City and let them know that the Highway Committee would not be taking any action regarding Doughty Road.

Discussion - Concentrated Employment Program.
Gene DuSell explained that he attended a Concentrated Employment Program meeting and that the program is looking for businesses that are willing to mentor, train and put to work youth (ages 14-24) during the summer of 2009. E. Wundrow will check into this program further.

Approve hiring five (four Crew- one Office) temporary summer employment positions for the 2009 construction season.
E. Wundrow explained that he will need four students for the summer construction season and one office person.
A Svoma/Hofacker motion to hire five temporary employees, 4 students and 1 office person for the 2009 summer construction season. Motion Carried.

Discussion/reset - Performance Bonds for current bid awards.
N. Mertes passed out a copy of a performance bond that she prepared and had reviewed by Corporate Council.
A Costello/Hofacker motion to approve the use of the performance bond for all future performance bid awards. Motion Carried.
Review and sign Resolution for "Sale of Right-of-Way along CTH "J".
A Svoma/DuSell motion to approve the resolution contingent on Dave Kaiser approving the land description for the right-of-way. Motion Carried.

Discussion – Homeland Security Grant Radio Replacement.
N. Mertes reported that a grant has become available for radio upgrade/replacement. Mertes is currently working on the pre-application for the grant. The pre-application will be sent to Jim Turner as soon as it is completed.
A Costello/Hofacker motion to approve the Homeland Security Radio Grant. Motion Carried.

Update on Lyn Fredrick request for wood donation from the Highway Department.
E. Wundrow explained that he spoke with Gary Rivers regarding the wood donation and explained that Rivers would not be able to be involved with the wood donation project.

Discussion and possible motion on purchase of a Crack Sealer.
Midstates
2006 Used Cimline 230DH Melter with Arrow Board - $28,995.00
(2500-2800 hours as of 12/12/08)
2 - 2009 Cimline 25 HP Router Units (Some Hours) - $15,190.00
1 - Heat Lance - $2200.00
Total Cost - $46,385.00

Midstates
2008 Cimline 230DH Melter with Arrow Board - $36,995.00
(280-320 hours)
2 - 2009 Cimline 25 HP Router Units (Some Hours) - $15,190.00
1 - Heat Lance - $2200.00
Total Cost - $54,385.00

Midstates
2008 Cimline 230DH Melter with Arrow Board - $35,495.00
Estimated 562-600 hours)
2 - 2009 Cimline 25 HP Router Units (Some Hours) - $15,190.00
1 - Heat Lance - $2200.00
Total Cost - $52,885.00

E. Wundrow explained that a new Crack Sealer would cost approximately $75,000.00.
A Hofacker/Costello motion to allow E. Wundrow up to $50,000.00 for the purchase of a Crack Sealer, 2 Routers and Heat Lance. Motion Carried.

Discussion and possible motion on purchase of a used John Deere Tractor/Mower.
E. Wundrow explained that he needs another Tractor/Mower.
Diamond Mower - $69,000.00
A Hofacker/Svoma motion to purchase the used John Deere Tractor/Mower from Diamond Mower. Motion Carried.

Recessed for lunch – 11:45 a.m.
Reconvened – 12:20 p.m.

N. Mertes distributed the 2009 Sale of Equipment and Scrap Item list for the Committee to review. E. Wundrow explained he would like to place all of these items out for bid.
A DuSell/Costello motion to approve the sale of Highway Equipment listed. Motion Carried.
E. Wundrow reported that the Feasibility Study is going very slow and that he is not happy with what they have prepared so far.
A Costello/ motion to invite Bob Sworski from S.E.H. to the next Highway Committee meeting. Motion Carried.

Authorization to update front entrance to Highway Department for security.
E. Wundrow reviewed a quote from Valley Builder for a new Highway Department front door entrance with security keypad lockset. Cost from Valley Builder for the new front door and security keypad - $863.77. Cost for the security keypad only - $2075.10. Both prices include installation.
A DuSell/Costello motion to purchase the security keypad only for $2075.10. Motion Carried.

Discussion/review Rusk County Financial Procedure Chapter 9 – Bidding Process.
N. Mertes reviewed Chapter 9 from the Rusk County Financial Procedure Manual. Discussion followed.

Review 2009 Crack Sealing bid award.
The Highway Committee reviewed the Crack Sealing bid award from March's meeting.

Bid Opening – Crushing at Scott Pit.
Four bids were received.

Haas & Sons Inc.
Asphalt Gravel 5/8" - $1.72 per ton - $43,000.00 for 25000 tons
Binder Gravel 1" - $1.68 per ton - $25,200.00 for 15000 tons
Road Gravel 1" - $1.80 per ton - $27,000.00 for 15000 tons
Gravel 5/8" for washed - $1.68 per ton - $33,600.00 for 20000 tons
Asphalt Gravel 5/8" Crushed and Hauled - $2.32 per ton - $58,000.00 for 25000 tons
Binder Gravel 5/8" – Crushed and Hauled $2.28 per ton - $34,200.00 for 15000 tons
Total Cost - $221,000.00

Antzacak
Asphalt Gravel 5/8" - $1.69 per ton - $42,250.00 for 25000 tons
Binder Gravel 1" - $1.69 per ton - $25,350.00 for 15000 tons
Road Gravel 1" - $1.69 per ton - $25,350.00 for 15000 tons
Gravel 5/8" for washed - $1.69 per ton - $33,800.00 for 20000 tons
Asphalt Gravel 5/8" Crushed and Hauled - $2.49 per ton - $62,250.00
Binder Gravel 5/8" Crushed and Hauled - $2.49 per ton - $37,350.00
Total Cost- $226,350.00

Petrie Crushing
Unable to bid at this time.

John S. Olynick
Asphalt Gravel 5/8" - $1.84 per ton - $46,000.00 for 25000 tons
Binder Gravel 1" - $1.64 per ton - $24,600.00 for 15000 tons
Road Gravel 1" - $1.64 per ton - $24,600.00 for 15000 tons
Gravel 5/8" for washed - $1.84 per ton - $36,800.00 for 20000 tons
Asphalt Gravel 5/8" Crushed and Hauled - $2.38 per ton - $59,500.00 for 25000 tons
Binder Gravel 1" Crushed and Hauled - $2.18 per ton - $32,700.00 for 15000 tons
Total Cost - $224,200.00

A Hofacker/Costello motion to award the crushing bid to Haas & Sons Inc. Motion Carried.
Bid Opening – Road Oil.
Three Bids were received.

Murphy Oil – PG 58-28 delivered - $459.92 per ton for up to 2000 tons

Flint Hills – PG 58-28 delivered - $464.64 per ton
   SC 250 - $556.71 per ton / $2.349 per gallon
   SC 800 - $552.02 per ton / $2.349 per gallon

Melgs – PG 58-28 delivered - $472.57
   All SC grades - $2.3724 per gallon

A Hofacker/Costello motion to purchase PG 58-28 from Murphy Oil at $459.92 per ton and SC Oil at 2.349 per gallon from Flint Hills. Motion Carried.

Bid Opening – Waste Oil.
Two bids were received.

Como Lube & Supplies - $1.30 per gallon

Rock Oil Refinery - $1.3238 per gallon

A Costello/Hofacker motion to award the bid to Como Lube & Supplies for $1.30 per gallon. Motion Carried.

Bid Opening – Epoxy Pavement Marking & Glass Beads.
No bids were submitted.

Tom Costello left the meeting at 1:15 p.m.

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)
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 on such histories or data, or involved in such problems or investigations. WI Stats (1) (f)
A DuSell/Svoma motion to go into closed session. Roll Call: Voting Yes: Golat, Svoma, Hofacker, DuSell. Voting No: None. Motion Carried.

CLOSED SESSION – 1:15 p.m.

OPEN SESSION – possible motion regarding topics of closed session.
A DuSell/Hofacker motion to go into open session. Motion Carried.

OPEN SESSION – 1:30 p.m.
No motion on topics of closed session.

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)
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 on such histories or data, or involved in such problems or investigations. WI Stats (1) (f)
A DuSell/Hofacker motion to go into closed session. Roll Call: Voting Yes - Golat, Svoma, Hofacker, DuSell. Voting No – None. Motion Carried.

CLOSED SESSION – 1:33 p.m.

OPEN SESSION – possible motion regarding topics of closed session.
A Svoma/DuSell motion to go into open session. Motion Carried.

OPEN SESSION – 1:40 p.m.
A DuSell/Hofacker motion to hire temporary help for the front desk as soon as possible. Motion Carried.

CLOSED SESSION announced by Chair.
Review Workmen Compensation Claim for K. Bainter - % of loss.
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)
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 (1) (f)
A DuSell/Hofacker to go into closed session. Roll Call: Voting Yes: Golat, Svoma, Hofacker, DuSell. Voting No – None. Motion Carried.

CLOSED SESSION – 1:45 p.m.

OPEN SESSION – possible motion regarding topics of closed session.
A DuSell/Hofacker motion to go into open session. Motion Carried

OPEN SESSION – 1:50 p.m.
No motion on topics of closed session. Motion Carried.

CLOSED SESSION announced by Chair.
Workmen’s Compensation Claim – Jerry Quinn v. Rusk County
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)
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 (1) (f)

CLOSED SESSION – 1:50 p.m.

OPEN SESSION – possible motion regarding topics of closed session.
A Hofacker/Svoma motion to go into open session. Motion Carried.

OPEN SESSION – 2:00 p.m.
No motion on topics of closed session.

Request to amend the County Ordinance for ATV Travel in order to include for ATV travel on County Highways for:
Town of Strickland for all of CTH “F” in the Town of Strickland and all of CTH “W” in the Town of Strickland.
Townships of Big Falls, Dewey, Flambeau and Hubbard – CTH “J” from CTH “A” East to Highway 27. CTH “J” from Highway 27 East and South to Cutoff Road. CTH “I” from CTH “J” East and South to Mae West Road. Possible Motion.
A DuSell/Svoma motion to approve amending the County ATV Ordinance for the Town of Strickland and the Towns of Big Falls, Dewey, Flambeau, and Hubbard. Motion Carried.

Continue discussion regarding possible changes to the current procedure for Towns and Villages requesting authorization for ATV travel on County Highway’s.
Discussion followed.
A Svoma/DuSell motion that beginning May 1, 2009 the Highway Committee will accept requests to amend the ATV Ordinance for ATV travel on County Highways May through March of each year, with a one-time presentation in April of each year to County Board for final approval. Motion Carried.

HIGHWAY COMMISSIONER REPORT.
E. Wundrow reported that the winter season went very well and the salt shed is still ¾ full. There have been no major equipment breakdowns and no liability claims. A fire was reported on 4/16/09 at the Scott Pit in the wooded area where the crews had been brushing. Cause of the fire is unknown. It has been a month since the crews have been in this area of the Scott Pit. No damage to the area except for a couple of acres of burned brush. The fire department did an excellent job of getting to the fire area right away and getting the fire out before it started burning the trees.
Crews are currently working on the CTH “G” bridge over Jump River.
Town of Atlanta Bridge on the Fire Lane over Devils Creek will be built this year.
Bridge program becomes available once again this year and Wundrow reported that he will be putting four County Bridges and one Town Bridge into the bridge program. All of these bridges have a sufficiency rating under 50.
A Svoma/Hofacker motion to approve the Commissioner Report. Motion Carried.

N. Mertes reviewed the Highway Financial Report with the Committee which included status of Highway’s current cash position, including fund balances and accounts receivables. Mertes notified the Committee that she finished closing the books on March 15, 2009 and reviewed the 2008 closing financial reports reflecting cash and fund balances as of 12/31/2008 with the Committee.

Highway Office Report.
N. Mertes reviewed the Highway Office Report with the Committee. A Golat/DuSell motion to approve the Highway Office report. Motion Carried.

Attendance at the 2009 Summer Highway Conference June 8, 9, 10, 2009. Those attending: Jim and Shirley Hofacker

Highway Safety Committee.
E. Wundrow reported that he created a Highway Safety Committee to ensure that the department is keeping up to the current safety standards and to review Highway Workers Compensation Claims per OSHA requirements. People on the Committee are: Rick Rouleau, Ken Bartels, Tom Riegel, Ed Wundrow, Phil Montwill, Nanci Mertes, Rosemary Schmidt. The first Highway Safety Committee meeting is set for April 27, 2009 at 1:00 p.m. at the Highway Department.

Set date for 2009 Spring Road Tour. Road Tour set for April 28, 2009 at 9:00 a.m.

Highway Committee – Comments.

Sign pre-approved vouchers. Pre-approved vouchers in the amount of $197,391.56 were signed by the Highway Committee. A Hofacker/Svoma motion to approve the pre-approved vouchers for $197,391.56. Motion Carried.

Set date for next highway committee meeting. The next Highway Committee meeting is scheduled for May 19, 2009 at 8:30 a.m.

Motion to Adjourn. A Hofacker/DuSell motion to adjourn. Motion Carried. Meeting adjourned at 3:30 p.m.

Minutes Prepared by N. Mertes Distributed on April 21, 2009