Rusk County
Highway Committee


Absent: None


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/Hofacker motion to approve the agenda. Motion Carried.

Approval of minutes – November 16, 2009.
A Hofacker/DuSell motion to approve the minutes of November 16, 2009. Motion Carried.

Review/Discussion – UTV’s (Light Utility Vehicle) on county highways.
A pilot program for UTV usage on ATV routes and trails was passed as part of the 2007-09 Wisconsin State Budget which named the DNR as program administrator. The Department of Natural Resources will submit a report to the Legislature regarding the overall results of the program. The report is due to the Legislature by January 1, 2010. The five counties in the program are Florence, Sawyer, Marinette, Lincoln and Washburn. Lightweight Utility vehicles, or LUVs or UTVs, also are commonly referred to as “side by sides” or “utility vehicles.”
Per Gary Eddy, DNR ATV Administrator, as of October 1, 2009, it will be illegal to operate UTV vehicles on ATV trails and routes within the five test counties. The public will have to wait until the DNR report is submitted and the Legislatures have had time to review the report from the DNR and decide where they want to go from there. C. Haldane reported that the DNR will be conducting another pilot program in 2010 and requested that the Highway Committee consider Rusk County participating in this program. H. Golat requested that this item be put on next month’s agenda and that Paul Teska County Forester and David Kaminski County Sheriff be invited to this meeting. N. Mertes reported she contacted Sawyer County Highway Department regarding their participation in the UTV pilot program and was told that the Forestry Department headed off the pilot program in Sawyer County. Since Sawyer County Highways are not open as ATV routes the UTV pilot program did not really impact the Highway Department.

Update on Feasibility Study.
Bob Sworski presented the final feasibility study. Copies are available at the Highway Department.

Public comment and/or input not already listed on the agenda under appearances – 15 minutes.
L. Gotham from Morgan & Parmley presented preliminary project design data to the Highway Committee on the CTH “O” 2010 STP Project, CTH “F” 2010 Stimulus Project and the CTH “A” CHIP project.

CLOSED SESSION announced by Chair at 9:00 a.m.
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 19.85 (1) (f)
Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. WI Stats 19.85 (1) (e)
A DuSell/Svoma motion to go into closed session.
Roll Call: Voting Yes - DuSell, Svoma, Hofacker, Costello, Golat. Voting No - None. Motion Carried.

OPEN SESSION – possible motion regarding topic of closed session.
A Costello/Hofacker motion to return to open session. Motion Carried.
A Hofacker/Costello motion to deny the Highway Grievance 12/4/2009 and move to the Personnel Committee. Motion Carried.

CLOSED SESSION announced by Chair.
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A DuSell/Svoma motion to go into closed session.
Roll Call: Voting Yes - DuSell, Svoma, Hofacker, Costello, Golat. Voting No - None. Motion Carried.

OPEN SESSION – possible motion regarding topic of closed session.
A DuSell/Costello motion to go into open session. Motion Carried.
A DuSell/Costello motion that the Highway Committee does not see a problem with continuing the “Rolling 40” agreement and to move the “Letter of Agreement” for Rolling 40’s to the Personnel Committee for final approval and to instruct the Personnel Committee to forward results of the Rolling 40’s “Letter of Agreement” back to the Highway Department. Motion Carried.

Update from Corporate Council regarding Parking Areas in County Right of Way.
Via e-mail Corporate Council explained that he does not have concerns with parking in the right-of-way except that “safety” issues need to be looked over. He also suggested the Highway Committee research state statutes that regulate parking. N. Mertes will research statutes and bring information back to the January 2010 meeting.

Andy Albarado – CTH “M” Relocation Project.
No update at this time.

Open Bids – Sale of Right of Way on CTH “J”.
1 Bid was received.
Margaret Nash - $1050.00
A Hofacker/Costello motion to approve the bid from Margaret Nash for $1050.00. Motion Carried.

Highway Department employee residency requirements.
N. Mertes reviewed current job description language regarding residency requirements for Highway Crew Employees. Also discussed were requirements for crew reporting time when called in for a storm, emergency show up time etc...
A Golat/Hofacker motion to direct N. Mertes to add residency requirement language to the crew job descriptions and bring the job description to the Personnel Committee for approval. Motion Carried.
Highway employee timesheet problems.
E. Wundrow explained that he is concerned with scheduling issues regarding Highway Crew payrolls. Discussion followed. A Golat/Costello motion that the payroll clerk and County Auditor attend the next Highway Committee meeting to explain how payroll schedules are determined. Motion Carried.

New roof for the County Salt Shed.
E. Wundrow explained that the County Salt Shed roof is in terrible shape and needs to be replaced. Cost estimates were reviewed.
Leonhard Roofing, LLC - $6800.00
Town & Country Roofing - $8300.00
Tony Lumber (Materials Only) - $3013.40
A DuSell/Svoma motion to have the county crews do the work to replace the County Salt Shed roof and to purchase the material from Tony Lumber. Motion Carried.

Security Camera System Update.
N. Mertes explained that the security system camera setup is permanently installed on the portable traffic lights.
A Golat/Svoma motion to have E. Wundrow and P. Montwill look into the problems with the new security cameras along, contact Digital Solutions and see what they can do to have the problem fixed. Motion Carried.

Request to amend the County Ordinance for ATV Travel in order to include for ATV travel on County Highways for: Township of Dewey, Township of True, Township of Big Falls – CTH “X” West from School Road east to Highway 8.
A DuSell/Costello motion to approve the request to amend the County Ordinance for ATV Travel in order to include for ATV travel on County Highways for: Township of Dewey, Township of True, Township of Big Falls – CTH “X” West from School Road east to Highway 8 and move this item to the County Board for full approval in the Spring. Motion Carried.

Highway Commissioner Report.
E. Wundrow reviewed with the Committee a number of old pieces of equipment that are going to need to be replaced next year. Other than these pieces of equipment the Highway Fleet is in good shape.
E. Wundrow feels that the Department is in good shape for 2010 and there will be plenty of work to do. He is currently working on STP project requests for 2011 and asphalt oil was ordered for inventory stockpile to be used for 2010 projects at a cost savings.
A Costello/Svoma motion to approve the Highway Commissioner Report.

N. Mertes distributed copies of the current Account Receivable Report, the current Highway Cash Balance report and the Highway Department – Budget Balances as of 10/31/2009.
H. Golat discussed the 2010 culvert aid project in the Town of Dewey and reported the Department of Land and Water and WRA may be getting involved in this project. N. Mertes reported that she spoke with Paula Carow about this and she and P. Carow will get together prior to the onset of construction on the Dewey culvert aid project to coordinate any billing concerns regarding WRA and Land and Water.
A DuSell/Svoma motion to approve the Financial Report. Motion Carried.
Highway Office Report.
N. Mertes reviewed the Highway Office report with the Committee.
A Golat/DuSell motion to approve the office report. Motion Carried.

Highway Committee – Comments
None

Action on monthly vouchers.
No monthly vouchers were submitted.

Sign pre-approved vouchers.
Pre-approved vouchers in the amount of $362,462.20 were approved and signed by the Highway Committee.
A Costello/Svoma motion to authorize the pre-approved vouchers in the amount of $362,462.20. Motion Carried.

Set date of next highway committee meeting.
The next Highway Committee meeting is set for January 18, 2009 at the Rusk County Highway Department.

Motion to adjourn.
A DuSell/Costello motion to adjourn. Motion Carried.
Meeting adjourned at 12:45 p.m.

Minutes Prepared by N. Mertes
Distributed on December 26, 2009