Present: H. Golat, G. DuSell, R. Svoma, J. Hofacker.

Absent: T. Costello.

Also Present: E. Wundrow, N. Mertes, Jim Cote, Larry Gotham, Jerry Carow.

Highway Chair H. Golat called the meeting to order at 8:40 a.m.

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

Approval of minutes – Regular meeting of September 28, 2009.
A DuSell/Hofacker motion to approve the regular Highway Committee meeting minutes of September 28, 2009. Motion Carried.

Public comment and/or input not already listed on the agenda under appearances – 15 minutes.
No Public Comment.

Jim Cote – Supplemental All Terrain Vehicle – request for ATV travel over a state bridge.
Jim Cote reported that local ATV Clubs are currently working on connecting ATV Trails and requested that ATVs be authorized to cross over the State Highway 8 Bridge over the Chippewa River.
Per the State of Wisconsin, John Kinar “Any request for ATV trail accommodation is made directly to the regional office. In all but very exceptional circumstances, the region should deny the request. If the region believes an exception should be considered, the request is sent, along with all supporting documents and the reasons for their positive recommendation, to me. I review the request and discuss its merits with Dave Vieth. Together we make the decision. Approval for an ATV trail accommodation is made ONLY by BHO. When a request is approved by BHO, the region works with the requesting party to develop the necessary agreement to assure our interests will be met and protected.” Discussion followed. It was noted in the memo from J. Kinar of the DOT that requests for ATV Trail accommodation have to come from a municipality or County and that liability falls back to the municipality or County that has requested the accommodation.
A Golat/Hofacker motion to have N. Mertes prepare a resolution requesting ATV Trail accommodation from the DOT over the Highway 8 Bridge to be reviewed at the Highway Committee's November meeting. Motion Carried.

Jerry Carow – County Trunk Highway Parking Areas.
J. Carow presented a list of proposed Environmental Challenge Projects scheduled for 2010; Fish Passage Structures/Culverts projects, Boat Landings/Canoe Access Project Sites, Parks Improvements Projects, Take A Kid Fishing Area Projects, Habitat Projects, Information Sign Projects.

CTH “G” East just past the Cox Bridge - J. Carow noted that people do not have a place to park in this area of CTH “G” and requests the Highway Department extend their right of way on CTH “G” East at the Cox bridge, with the property owner agreeing to transfer some of his private property that adjoins the highway easement to the Highway Department, at no cost to the County. This will allow parking on the right-of-way. J. Carow noted that right-of-way maintenance would be the cost of the County's and maintenance of the easement, including the newly acquired easement, would be done by the Highway Department.
CTH “D” East – fishing area by the Main Creek Bridge does not allow for any parking. J. Carow would like the Highway Department to fill in the ditch area along the highway right-of-way at this specific area in order to allow parking for those wanting to use the fishing area. E. Wundrow noted that there would be no problem with allowing these requests. N. Mertes noted that she would like to run these requests by Corporate Council before proceeding. Discussion followed.

L. Gotham reported the following:
2010 STP Grant CTH “V” Project – Field work is complete. Traffic counts are complete. Project is ready for design; however, project is on temporary hold due to it going to a three party contract. Morgan & Parmley will need to develop a contract with the state. 2009 STP Grant CTH “P” – Due to project being a three party contract the project was held up by the state until the first week of October. With the Governor’s signature now on file, paving began today, 10/26/2009. 2010 STP Grant CTH “O” – Morgan & Parmley has started engineering on this project, however, L. Gotham feels that this project could possibly be delayed due to the third party contract delay issues. 2010 STP Grant CTH “F” – Preliminary plans have been submitted to the project manager at the state.

Andy Albarado – CTH “M” Relocation Project.
A. Albarado reported via e-mail that the Community Development Block Grant for CTH “M” relocate of $360,000.00 has been finalized and the County has been awarded. The TEA grant from the DOT is not finalized yet. A meeting with all involved parties will be scheduled shortly.

Bob Sworski from SEH – Highway Department Feasibility Study.
Bob Sworski submitted a preliminary study for the Committee to review. Study remains only partly done. Mr. Sworski has promised a completed project by December.

Update on Airport Project.
E. Wundrow reported that the Airport project was delayed due to a delay with engineering. The project could not be started until the Engineers finished their reports. The reports were completed at the end of September. The project had a 2009 start deadline of October 15, 2009. With other highway projects underway and bad weather issues Highway was not able to start this project before October 15 so will not be able to complete the project this year. Had the Engineers gotten their reports earlier, Highway would have been able to begin work. As it looks now Highway will begin the project in the spring of 2010.

Discussion – CTH “P”, possibility of having to move some of the project into 2010.
The completed contract for CTH “P” signed by the Governor was received on October 5, 2009. The Highway Department has begun work on this project and are currently paving. E. Wundrow explained that he will be able to finish this project this year and does not need to move any of the project into the 2010 budget.

Discussion – CTH “M”, possibility of having to move project to 2010.
E. Wundrow reported that he will be able to finish this project this year and does not have to move any of this project into the 2010 budget.

2010 Highway Budget.
Discussion only.
Update on Security Camera System; Construction Sites.
Security cameras have been installed on the new traffic lights as a permanent part of the traffic lights. The cameras cannot be removed from the actual traffic lights. E. Wundrow reported that he can move the whole traffic light fixture and actually monitor areas around the highway buildings and property if needed.

Request to purchase Security Camera System for Shop Buildings.
E. Wundrow reported that he will not purchase a security camera for the shop as he will use the traffic light installed security camera to monitor areas of the Highway Department when needed.

Approval to let for bid Beaver Trapping.
E. Wundrow reported that he would like to let for bid beaver trapping.
A Svoma/Hofacker motion to authorize letting of beaver trapping. Motion Carried.

Review Stimulus Engineering requirements for future years.
N. Mertes reported that due to the issues coming down from the DOT regarding three party contracts, engineering for future LFA projects will now begin the year before construction is begun. Because of this Highway will need to budget for engineering the year before construction is to begin for a LFA project.

Highway Department Telephone and Cell phone use.
A Svoma/Hofacker motion that the following Highway Department positions who are required to be on-call 24 hours/7 days per week for emergencies and safety reasons are required to have a county owned cell phone: Highway Commissioner, Patrol Superintendent, Construction Foreman, Night Watch Person. It is also noted that the state DOT also requires these positions have a cell phone for 24/7 contact and because of that the state DOT pays ½ of the cell phone bill each month for the Highway Department. Motion Carried. N. Mertes discussed 09 summer phone usage at the department. A Hofacker/Svoma motion to authorize the 09 summer phone usage. Motion Carried.

Request to purchase Computer Monitor.
A Hofacker/DuSell motion to purchase a 23” Widescreen Monitor. Motion Carried.

Review the Highway Department Night Watch Position.
E. Wundrow will post once again for the Night Watch position. Hours for the Night Watch position are 8:00 a.m. to 4:30 p.m.

E. Wundrow explained that he would like to go to 5 day/40 hour weeks the end of November and then return to 4 day/40 hour weeks beginning January 15, 2010 instead of April 2010. He reminded the Committee that this is what they did last year by mutual agreement between the Highway Committee and the Union per Page 5 of the Highway Union Contract “Hours may be adjusted by mutual agreement of management and the bargaining unit.” E. Wundrow further explained that starting the 4 day weeks in January of last year was found to be a considerable cost savings for the County. N. Mertes explained that going to 4 day weeks in January of last year was a test run and wanting to repeat this schedule could possibly address bargaining issues. N. Mertes would like to see this request moved to the Personnel Committee.
A Svoma/Hofacker motion to bring this topic to the Personnel Committee for review in the form of a 5 year contract. Motion Carried.

Printer/Copier/Fax upgrade.
N. Mertes reported that EO Johnson is still working on the upgrade of the printer/copier/fax machines and are currently trying to get the Highway Server to connect to the Courthouse Server.
Request to let for bid old Highway Printers and Fax Machine.
A Hofacker/Svoma motion to hold onto the Highway Printers and Fax Machine until it is confirmed that the upgrade is working and if Lucas has to help EO Johnson connect the Highway Server to the Courthouse Server then the charges for Lucas’s time should be billed to EO Johnson. Motion Carried.

Request to amend county ordinance for ATV travel in order to include for ATV travel on county highways in the Town of Rusk: CTH “F” from the Rusk Town Hall North to CTH “W”, continuing on “F” to Sugar Lake Rd. CTH “W” from CTH “F” North to the North Town Line being adjacent to the Town of Strickland.
A DuSell/Svoma motion to approve the request from the Town of Rusk for ATV travel on county highways in the Town of Rusk: CTH “F” from the Rusk Town Hall North to CTH “W”, continuing on CTH “F” to Sugar Lake Rd. CTH “W” from CTH “F” North to the North Town Line being adjacent to the Town of Strickland and to move to the County Board in March of 2010 for final approval. Motion Carried.

Highway Commissioner Report.
Trucks have been dressed for winter maintenance. Sand and Salt has been delivered and stored in sheds.
Construction Crews are currently working on CTH “P”, CTH “M” and the Forestry ATV Trail.
Town of Thornapple – Sawdust Road needs to be shouldered yet.
Equipment is in good shape.
A Svoma/DuSell motion to approve the Highway Commissioner report. Motion Carried.

N. Mertes reviewed the Highway Financial report with the Committee.
A Goltz/DuSell motion to approve. Motion Carried.

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

Highway Committee – Comments.
None

Action on monthly vouchers.
No monthly vouchers presented.

Sign pre-approved vouchers.
Pre-approved vouchers in the amount of $374,882.09 were approved and signed by the Highway Committee.
A DuSell/Hofacker motion to sign and approve the pre-approved vouchers in the amount of $374,882.09. Motion Carried.

Set date for next Highway Committee meeting.
Next Highway Committee Meeting is set for November 16, 2009.

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

Minutes Prepared by N. Mertes
Distributed on October 27, 2009