
Also Present: E. Wundrow, N. Mertes, B. Nawrocki, L. Gotham, D. Mansky.

Call meeting to order.
Highway Chair Tom Costello called today’s meeting to order at 9:00 a.m.

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

Approval of minutes – April 21, 2011.
A Svoma/Costello motion to approve the minutes of April 21, 2011. Motion Carried.

Public Comment and/or input – 30 minutes.
D. Mansky reported that he is attending this meeting to listen to the discussion regarding the sale of the 10 acres to Haas & Sons. Chair Costello reported that the Committee visited the 10 acres last month.

Larry Gotham of Morgan & Parmley: Discuss and approve relocation order for CTH “M” in Village of Hawkins.
L. Gotham explained that by state statute when a public body acquires interest in land with costs expected to exceed $1000.00 they need to sign a relocation order prior to acquiring the land. The county is in need of additional right of way at the CTH “M” project site in order to create a vision triangle at Highway 8. The county cannot begin to acquire the right of way until the relocation order is approved and signed. Discussion followed regarding the procedures used to acquire right of way; payments and donations of waiver of appraisals.
A Boss/Gierke motion to approve the relocation order for CTH “M” in the Village of Hawkins. Motion Carried.

CTH “M” Relocation project.
L. Gotham reviewed project deadlines, right of way plans, sewer and water plans which affect the Village of Hawkins, DOT approvals, cost effective finding reports which allow the county highway department to do the work on this project and final plans for CTH “M”. Actual construction will begin in August.

Update on transferring of funds from Construction Design to Construction only for CTH “VV”, CTH “A”, CTH “O”.
E. Wundrow explained that he would like to begin design for the CTH “O” project. Since the project was not budgeted for in 2011 he would like to move funds from the 2011 highway bridge budget line, bridge projects that have been postponed, to the CTH “O” design project for 2011.
A Boss/Gierke motion to approve a line item transfer from Highway Bridges (601-31-53319) to Highway Construction (601-31-53318) in order to complete design work for CTH “O” in 2011. Motion Carried.

Attendance at the Wisconsin County Highways Superintendent and Foreman (WCHSFA) Conference in Manitowoc Wisconsin, September 15, 2011 through September 16, 2011.
A Gierke/Boss motion to authorize sending two (2) Foreman and the Patrol Superintendent to the WCHSFA Conference in Manitowoc September 15, 2011 through September 16, 2011. Employees will have to review the conference highlights with the Highway Committee at their regular meeting and conduct an in-house training for the entire crew. Motion Carried.
Request from Haas and Sons to purchase 10 acres of Highway Department gravel pit land.
E. Wundrow reported that he had Dave Kaiser locate the lines at the subject 10 acres and found that the boundary lines do not split any county gravel inventory stock piles. Discussion on possibility of leasing the land to Haas and Sons instead of selling to them.

Review status of subject 10 acres in the Highway Department Scott Pit.
Committee discussed how the sale of the 10 acres could be an advantage or disadvantage to the county. E. Wundrow explained that selling the land to Haas would increase the size of Haas’ wash ponds and would allow him to stockpile more materials. Chair Costello discussed advantages of the county bidding for the sale of this land.

Review Only – Amend Resolution #09-32Q Which Amended the 2010 Highway Maintenance Budget.
Committee reviewed and discussed.

Update and approve Highway Resolution to sell 10 acres of gravel pit land to Haas and Sons.
Committee will meet with Phil Haas at their next meeting to discuss possible leasing options.

Review job descriptions for the Highway Patrol Superintendent and the Highway Office Manager.
N. Mertes reviewed changes to the Highway Office Manager and Patrol Superintendent job descriptions.
A Freeman/Boss motion to approve the proposed changes to the Highway Office Manager and Patrol Superintendent job descriptions. Motion Carried.

Review and set 2011 wage for interns.
Current hourly wage for Summer Student Interns - $8.75 – non-union
A Boss/Gierke motion to keep the Summer Student Interns at $8.75 per hour. Motion Carried.

Authorize sale of Primary Crusher #99, Secondary Crusher #98, Surge Bin #127, Conveyor Stacker #122 and Tri-Axle Dump Truck #004.
The Committee reviewed book values for the subject equipment. Discussion followed.
A Gierke/Svoma motion to authorize the sale of Primary Crusher #99, Secondary Crusher #98, Surge Bin #127, Conveyor Stacker #122 and the Tri-Axle Dump Truck #004 through the county’s equipment broker Tony Trolla. Motion Carried.


CLOSED SESSION announced by Chair.
Highway Grievance 051011
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).
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 Freeman/Gierke motion to go into Closed Session. Voting Yes – Freeman, Svoma, Gierke, Boss, Costello. Motion Carried.

CLOSED SESSION – 11:15 a.m.

OPEN SESSION – Possible motion on topic of Closed Session.
A Svoma/Gierke motion to go into open session. Motion Carried.
OPEN SESSION – 11:55 a.m.

A Svoma/Freeman motion to approve the grievance with no back pay required for holiday pay from Mautner and Soltis. Motion Carried.

CLOSED SESSION – announced by Chair.
- Review job applications for Temporary Seasonal Employees, Summer Highway Office Intern and Student Crew Interns.
- Select applicants for interview.
- Set dates for interviews.

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 Gierke/Svoma motion to go into closed session. Roll Call – Voting Yes: Freeman, Svoma, Gierke, Boss, Costello. Motion Carried.

CLOSED SESSION – 12:00 noon

OPEN SESSION – Possible motion on topic of Closed Session.
A Boss/Freeman motion to go into open session. Motion Carried.

OPEN SESSION – 1:30 p.m.

A Freeman/Costello motion to interview the following applicants:

Temporary Seasonal Laborer – Kristopher Dean, Scott Jones, Travis Vacho, Mark Michielson, Stacy Williams, Scott Brinker.


Summer Student Office Intern – Kathy Harris, McKenzie Morgan, Danica Skemp, Mellisa Vacho.

Ron Freeman left the meeting at 1:40 p.m.

HIGHWAY COMMISSIONER REPORT.
E. Wundrow reported on the CTH "M" and rut paving/wedging projects.
Discussion on repairs that have been made on the Highway Department buildings, future plans for a new Highway Department and the feasibility study.
A Gierke/Svoma motion to approve the Highway Commissioner report. Motion Carried.

HIGHWAY FINANCIAL REPORT.
N. Mertes reviewed the current status of Highway Cash, Payables, Receivables, Equipment and Blacktop Plant funds, current balance in J/T Fund.
A Boss/Gierke motion to approve the Financial Report. Motion Carried.

HIGHWAY OFFICE REPORT.
N. Mertes reviewed status of workers compensation claims, liability insurance, office personnel activity, crew update, retirements, and FMLA requests.
A Gierke/Svoma motion to approve the Highway Office Report. Motion Carried.

HIGHWAY COMMITTEE- COMMENTS
None.

Action on monthly vouchers.
None submitted.

Sign and approve pre-approved vouchers.
Pre-approved vouchers totaling $170,672.18 were reviewed and signed by the Committee. A Boss/Costello motion to approve the pre-approved vouchers totaling $170,672.18. Motion Carried.

Set date for next highway committee meeting.
The next Highway Committee meeting is set for June 20, 2011 at 9:00 a.m. at the Rusk County Highway Department. A special Highway Committee meeting, closed session, is scheduled for May 31, 2011 to interview candidates for summer employment.

Motion to adjourn.
A Svoma/Gierke motion to adjourn. Motion Carried.

Meeting adjourned at 2:15 p.m.

Minutes prepared by Highway Office Manager – Nanci A. Mertes

Distributed on 5/17/2011