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 Gierke/Freeman motion to approve the agenda and move any agenda items as needed. Motion Carried.

Approval of minutes – September 29, 2011.
A Svoma/Boss motion to approve minutes of September 29, 2011. Motion Carried.

Public Comment and/or input – 30 minutes.
None

Letter from Jim Sterchy regarding concerns about a safety hazard on CTH “D” where road crosses Potato Lake.
P. Montwill explained that he surveyed the subject area on CTH “D” and agrees there is a safety hazard. Montwill feels the biggest safety hazard he can see is the people fishing from the narrow bridge. P. Montwill will have “No Fishing From Bridge” signs installed on the bridge along with “Hidden Driveway” signs along the highway and he will send a letter to Mr. Sterchy explaining the extra signing that will be put in place.

2012 State Routine Maintenance Agreement.
N. Mertes passed out the 2012 State Routine Maintenance Agreement (RMA). The amount of the RMA for 2012 is $615,300.00
A Freeman/Gierke motion to accept the 2012 State Routine Maintenance Agreement. Motion Carried.

Open Bids for sale of 90 cords of stockpiled mixed hardwood/softwood at the Highway Scott Pit.
Two bids were submitted.
Bob Titera - $65.00 per cord.
John Olynick - $63.00 per cord.
A Gierke/Svoma motion to award the bid to Bob Titera for $65.00 per cord. Motion Carried.

Open Bids for lease/rental of 56 acres at the Highway Scott Pit.
One bid was submitted by Terry DuSell.
Terry DuSell - $45.00 per acre.
A Boss/Freeman motion to award the bid to lease the 56 acres at the Scott Pit for $45.00 per acre. Motion Carried.
T. DuSell spoke to the Committee about getting a two or three year contract with the Highway Department due to his cost of fertilizer placed on the land and the risk of losing the land in the next bid cycle. P. Boss explained that next year they will look at bidding out the land on a three year contract. T. DuSell asked about getting the first right of refusal this year. P. Boss explained that would not work for this bid cycle but could be included in the next bid cycle. Discussion followed. Committee requested legal opinion on the right of first refusal.
Highway Office Manager and Highway Bookkeeper attendance at the annual one day Highway Bookkeepers/Office Managers Training at the Barron County Courthouse. A Gierke/Costello to authorize the Highway Office Manager and Bookkeeper to attend the one day training in Barron County. Motion Carried.

Attendance at the Highway Commissioners/Committeemen meeting on October 27, 2011 at the Hayward Veterans Center. A Svoma/Gierke motion that the Committee attends the Commissioners/Committeemen meeting on October 27, 2011. Motion Carried.

Review Mining Agreement between Rusk County Highway Department and Jim Meng, Owner of Mine. N. Mertes passed out copies of the current “Mining Agreement between Rusk County Highway Department and Jim Meng”. The Committee reviewed the contract. N. Mertes reported that there is approximately 6000 tons of stockpiled road gravel at a total value of approximately $16,000.00 in this pit. The Committee will review again at a later date.

Two-way radios – Highway and Forestry update and repairs. P. Montwill gave P. Boss an estimate of costs for Forestry to install radios for Forestry personnel.

Update on Village of Hawkins tower and radio communications. P. Montwill reported that they found there was a programming issue at the tower site. This has now been corrected. Highway mechanics are still testing the new re-installed radios to see if the new connectors will remedy the communication problems in the Village of Hawkins as it did in the Blue Hills.

Update on Blue Hills tower and radio communications. Using a frequency checker it was determined the highway radios had not been installed correctly. Re-installing the radios correctly has remedied the communications problems in the Blue Hills.

Review changes to how overtime is earned in 2012. N. Mertes reviewed the changes to overtime for 2012. Currently, per union contract, the county crew earns overtime after 8 hours and/or 40 hours per week. The new overtime policy with the county will be overtime after 40 hours only and allowed for 40 working hours in a week, not paid hours. The new overtime policies will become effective January 1, 2011.

Review status of Shop Foreman position for 2012. Discussion followed. Should the position open up it will be advertised for replacement with a start date in January 2012.

HIGHWAY COMMISSIONER REPORT. The Highway Department continues to work on the ATV Trail for Forestry. All the County projects for this year are complete. Currently doing various town and department work; a wedge project for Town of Atlanta, working at Island Lake Dam for Forestry. No changes in the Highway Equipment assets. Mechanics are currently dressing the trucks for winter maintenance. The CTH “M” re-construction portion of the project is delayed until 2012. A Freeman/Gierke motion to approve the Highway Commissioner 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/Freeman motion to approve the Highway Office Report. Motion Carried.

HIGHWAY COMMITTEE- COMMENTS
R. Freeman discussed the use of Highway equipment at the County Fair and Junior Fair events. Requests to use equipment for the County or Junior Fair should be decided by the full Highway Committee board. T. Costello asked this item be put on November’s agenda. T. Costello asked that future agendas should include a “Safety Report” update.

Action on monthly vouchers.
None submitted.

Sign and approve pre-approved vouchers.
Pre-approved vouchers totaling $251,061.68 were reviewed and signed by the Committee. A Gierke/Costello motion to approve the pre-approved vouchers totaling $251,061.68. Motion Carried.

Set date for next highway committee meeting.
The next regular Highway Committee meeting is set for November 16, 2011 at 9:00 a.m. at the Rusk County Highway Department.

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

Meeting adjourned at 12:20 p.m.

Minutes prepared by Highway Office Manager – Nanci A. Mertes

Distributed on October 24, 2011.