
Also Present: N. Mertes, P. Montwill, Jim Barr, 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 Freeman/Boss motion to approve the agenda and move any agenda items as needed. Motion Carried.

Approval of minutes – August 15, 2011 and September 6, 2011.
A Gierke/Boss motion to approve minutes of August 15, 2011 and September 6, 2011. Motion Carried.

Public Comment and/or input – 30 minutes.
None.

Appearance by Jim Barr, Town Clerk for Town of Rusk – request to reduce speed limit on CTH “D” and “F” in the vicinity of Fish Lake.
Jim Barr appeared before the Committee to request the Committee consider reducing the speed limit on CTH “D” and CTH “F” in the vicinity of Fish Lake. Mr. Barr explained that he lives in the vicinity of Fish Lake and provided the Committee with three maps that show the subject stretch of CTH “D” from Eagle View RV Camp Ground to Bear Lake Road. The maps also indicated the number and location of fatalities from car accidents at this location. Mr. Barr informed the Committee of what he feels are safety issues due to the poor visibility along this stretch of highway combined with a high rate of speed, 55 mph and 45 mph. Mr. Barr requested that the speed limit be reduced to 35 mph. P. Montwill explained that in order to reduce the speed limit to 35 mph a study would have to be conducted, starting with a traffic count. P. Boss explained that according to the state statutes the burden of responsibility for the study falls on the township. P. Montwill said that he would conduct the traffic count and get back to the township with the results.

Authorization to let for bid the cut hardwood at the Scott Pit.
The Committee discussed the details of the 90 cords of mixed hardwood and softwood at the Scott Pit.
A Svoma/Gierke motion to authorize P. Montwill to bid out the 90 cords of stockpiled mixed hardwood/softwood at the Scott Pit with a minimum bid of $60.00. Motion Carried.

Authorization to install tower and radio communications in the Village of Hawkins.
P. Montwill explained that currently the County cannot get radio communication when in the east end of the County which results in him being out of contact with his trucks when they are over there. He would like to have a new tower installed for radio communications in the Village of Hawkins to resolve this problem. Rassbach Communications quoted the County for costs to install the new tower, along with repeater, preselector, tuned duplexer, RFS PD220, coax 7/8 foam heliax and accessories, for $9556.20. The Committee discussed areas in the County presenting communication problems. Codes of silence areas are east of Glen Flora, east of CTH “B” and the Blue Hills.
The Committee instructed P. Montwill to coordinate with Paul Teska before continuing with this project as it is Paul's wishes to include radio communication in the Forestry vehicles.
Review Rassbach Communications bid proposal to install tower and radio communications in the Village of Hawkins.
The Committee reviewed the details of the Rassbach Communications quote to install a new radio tower for $9556.20.

Review highway land rental contracts and set 2012 rental fees.
The Committee reviewed the current land contract they have with Terry DuSell for leasing the 56 acres located in the Town of Flambeau in the Highway Scott Pit on Highway 27.
A Boss/Gierke motion to place the rental/lease of 56 acres at the Scott Pit out for bid with the minimum bid set at $35.00 per acre. Motion Carried.

Authorization for Highway Office Manager, Bookkeeper and Shop Foreman to attend the State CHEMSPRO Conference in October.
N. Mertes explained that the 2011 CHEMS Annual Training will be held in La Crosse, Wisconsin on October 20th and October 21st. The state will pay for two employees to go to the conference.
A Gierke/Costello motion to authorize the Highway Office Manager, Bookkeeper and Shop Foreman attendance at the 2011 CHEMS (Software) Annual Training Conference in October. Motion Carried.

CLOSED SESSION – announced by Chair.

Review and select for interviews job applications for Highway Patrol Superintendent and Highway Night Mechanic positions. Discuss and authorize Filling 4 open positions, as a result of current year retirements, on the Highway Crew. Discuss status of Highway Commissioner position.
For considering employment, promotion, compensation or performance evaluation Data of any public employee over which the governmental body has jurisdiction or Exercises responsibility. WI Stats 19.85

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)

A Gierke/Freeman motion to go into closed session. Roll Call: voting yes – Freeman, Gierke, Costello, Boss, Svoma. Voting no: none. Motion Carried.

OPEN SESSION – possible motion regarding topics of closed session
A Freeman/Gierke motion to return to open session. Motion Carried.

A Boss/Gierke motion to forward the following candidates to the Ad-Hoc Committee for interviewing for Patrol Superintendent position: Gary Shilts, Chad Gudis, Kevin Kalepp. Motion Carried.
A Boss/Freeman motion to forward the following candidates to the Ad-Hoc Committee for interviewing for the Night Mechanic position: John Burkman, James Nessler, Matthew McDonald, Terry Anderson. Motion Carried.
A Freeman/Gierke motion to authorize filling the 4 open Laborer positions left vacant by the 4 retired crew members. Motion Carried.

Recommendation to County Board for November meeting for filling Highway Commissioner position.
Consensus of Committee is to bring resolution recommending the candidate for Highway Commissioner to the December County Board meeting.
Review 2012 highway budget with changes made and approved by the Finance Committee.
The Committee reviewed the changes made by the Finance Committee.

HIGHWAY COMMISSIONER REPORT.
P. Montwill reported that the Rut Pave/Chip Seal project is complete for the 2011 season. Montwill will be getting pictures of the project and bringing them back for Committee review.
The ATV Project will be covered up within the next week. The Washington Creek Dam project is complete.
Highway equipment is in good shape. The department will not be looking at purchasing any new trucks until next year.
Sub-contracted CTH “M” Relocation project construction items will begin on Monday, October 3, 2011. The Governors signature is not expected until October 15, 2011. Local Force Account work on the project will begin after the Governor signs the Local Force Account Contract. Due to how late it is in the year the project will have to be carried forward to 2012.
P. Montwill discussed the Highway Department incorporating the Land and Water Department with the Highway Department. Discussion followed.
A Freeman/Boss motion to approve the 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 and preliminary end of year budget numbers.
A Gierke/Boss 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 Freeman/Gierke motion to approve the Highway Office Report. Motion Carried.

Patrol Superintendent – discuss possible suspension of overtime pay.
The Committee discussed eliminating overtime pay for the Patrol Superintendent position. Currently this position earns a yearly salary of $49,462.40 (does not include overtime) and through special permission of the Personnel Committee is able to earn overtime also.
A Boss/Gierke motion to recommend to the Personnel Committee the Patrol Superintendent position receive a yearly salary of $48,000.00 including fringes with no overtime. Performance review shall be conducted after a 6 month probationary period with the Highway Commissioner being given latitude to adjust Patrol Superintendent salary from 1% to 5%. Motion Carried.

Washington Creek – Memorandum of Understanding approval.
The Committee reviewed the Memorandum of Understanding from Great Lakes Indian Fish and Wildlife Commission.

HIGHWAY COMMITTEE- COMMENTS
None.

Action on monthly vouchers.
None submitted.
Sign and approve pre-approved vouchers.
Pre-approved vouchers totaling $572,177.95 were reviewed and signed by the Committee.
A Boss/Gierke motion to approve the pre-approved vouchers totaling $572,177.95.  Motion Carried.

Set date for next highway committee meeting.
The next regular Highway Committee meeting is set for October 17, 2011 at 9:00 a.m. at the Rusk County Highway Department.

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

Meeting adjourned at 1:42 p.m.

Minutes prepared by Highway Office Manager – Nanci A. Mertes

Distributed on October 3, 2011