

COMMITTEE APPROVED

Present: Karl Fisher, Roger Gierke, Arian Knops, Jerry Biller.

Absent: Jim Platteter.

Also Present: Scott Emch, Nanci Mertes, Eric Pedersen.

Call Meeting to Order.

Chairman Karl Fisher called the meeting to order at 8:00 a.m.

Approval of Minutes – December 19, 2016.

A Knops/Gierke motion to approve the minutes of December 19, 2016. Motion Carried.

Public Comment.

None.

Out of County Travel Requests:

A Knops/Gierke motion to approve out of county travel for Lisa Podgornik, Nanci Mertes, and Eric Pedersen at the CareerTrack Seminar in Eau Claire on March 9, 2017 and Scott Emch, Eric Pedersen, Tim Meyer, Ben Jiskra, Andy Mautner, and Adam Soltis at the CareerTrack Seminar in Eau Claire on March 3, 2017. Motion Carried.

Authorize Letting for Bid.

A Gierke/Knops motion to authorize letting of bids for culverts, hay, road oil, waste oil, and crushing. Motion Carried.

Update on Highway Building Renovation project.

Chair Karl Fisher updated the Committee on the progress on the Highway Building renovation project.

Eric Pedersen – Equipment Update.

Operations Manager Eric Pedersen updated the Committee on equipment purchases in 2016, winter maintenance material usage, setting up a brine system with anticipated use beginning in the Fall, and culvert inventory procedures.

HIGHWAY COMMISSIONER REPORT

None

HIGHWAY SAFETY REPORT

The two new Highway Department employees attended chainsaw safety classes this past Friday. Annual MSHA training will be held on March 14, 15, and 16. The Department is looking at some updates to the Task Specific procedures and forms.

HIGHWAY FINANCIAL REPORT.

This report includes the current status of Highway Cash, Payables, Receivables, Equipment/Blacktop Plant funds and current Year-to-Date Fund Statement.

HIGHWAY OFFICE REPORT.

This report includes the status of worker compensation claims, liability insurance, office personnel activity, crew updates, retirements, unemployment claims and number of Highway FMLA requests.

HIGHWAY COMMITTEE- ANNOUNCEMENTS

None.

Approve payment of bills.

A Knops/Gierke motion to approve the Highway Payables and the Highway Crew and Administration payrolls as presented. Motion Carried.

Set date for next highway committee meeting.

The next regular Highway Committee meeting is set for February 20, 2017 at 8:00 a.m. at the Rusk County Highway Department.

Motion to adjourn.

A Knops/Gierke motion to adjourn. Motion Carried.

Meeting adjourned at 9:35 a.m.

Minutes prepared by Nanci A. Mertes, Asst to Highway Commissioner/Financial Administrator
Distributed on 01/25/2017