

Present: Jerry Biller, Ken Pedersen, Robert Stout, Lyle Lieffring

Also Present: Scott Emch, Deb Fetting, Kitzie Winters, Andy Albarado

Call Meeting to Order.

Highway Chairman, Jerry Biller, called the meeting to order at 8:00 a.m.

Approval of Minutes – January 20, 2020.

Ken Pederson made the motion to approve the minutes of January 20, 2020. Motion was seconded by Lyle Lieffring. Motion carried.

Public Comment

None

General Business:

Beaver Control Contract

Committee members reviewed the Cooperative Service Agreement from the USDA. **Lyle Lieffring made the motion to accept the contract as written. Motion was seconded by Bob Stout. Motion carried.**

Smoke School—Two Employees to Attend

Committee members reviewed information regarding Smoke School. The school is necessary to meet Federal and State requirements. **Lyle Lieffring made the motion to approve out of county travel for two employees to attend Smoke School in Eau Claire in April. Motion seconded by Bob Stout. Motion carried.**

Universal Truck Equipment Expo

The Committee reviewed information regarding a tour and presentations regarding liquid applications, equipment maintenance, etc. at Universal Truck Equipment. **Lyle Lieffring made the motion to approve out of county travel for four employees to attend the Universal Truck Equipment Expo. Motion seconded by Bob Stout. Motion carried.**

DOT Spring Training—Three or Four Employees to Attend

Committee members reviewed information regarding WI DOT presentations on work zones, signing and pavement marking. **Lyle Lieffring made the motion to approve out of county travel for up to four employees to attend the DOT Spring Training. Motion seconded by Bob Stout. Motion carried.**

Highway Sign

Scott Emch provided proofs of signs designed by Dennis Wiemer. **Lyle Lieffring made the motion to approve going forward with the sign (with slight alterations) selected by committee members. Pedersen seconded the motion. Motion carried.**

Bid Approvals to be Awarded in April

Lyle Lieffring made the motion to approve advertising for bids to be awarded in April for PG58-28 Asphalt Oil, SC800 Asphalt Oil, Waste Oil, Culverts, and Hay bales. Motion seconded by Ken Pedersen. Motion carried

HIGHWAY COMMISSIONER REPORT

Scott Emch reported he will be on vacation most of the month of March. He also shared information of the Highway Department sponsoring a Site Solutions Technical Presentation by Contech Engineered Solutions on April 23rd at the Rusk County Library. The blacktop plant status is still on track. Ben & Jon are going to Indiana this week.

HIGHWAY SAFETY REPORT

- MSHA Training at J & S Supper Club in March. Scott explained how we charge just to cover costs. He looked at options for other locations and determined that J & S Supper Club best met the needs and was at the lowest price.
- Flagger training was held and all of our crew is certified.
- Hearing tests for all Highway employees are coming up on March 4th.

HIGHWAY FINANCIAL REPORT.

Kitzie Winters reported that bond money \$1.23 million is coming in about a month. \$270,000 will be resupplied to the equipment fund and all other funds will be re-supplied as well. \$962,000 will go toward the blacktop plant. 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

Kitzie Winters reported we have no worker compensation claims and no liability claims. We do have a very small claim from WE Energies for some damage we did to their pipeline.

HIGHWAY COMMITTEE- ANNOUNCEMENTS

None

Approve payment of bills.

A motion to approve the Highway Payables as presented was made by Lyle Lieffring and seconded by Ken Pedersen. Motion carried.

Set date for next highway committee meeting.

The next regular Highway Committee meeting is set for April 20, 2020 at 8:00 a.m. at the Rusk County Highway Department.

Motion to adjourn.

A motion to adjourn was made by Lyle Lieffring. Motion Carried.

Meeting Adjourned at 8:35 a.m.

Minutes prepared by Deb Fetting, Highway Accountant I and distributed after approval at April 2020 meeting.