

Present: Jerry Biller, Ken Pedersen, Robert Stout, Lyle Lieftring, Mike Hraban

Absent: None

Also Present: Scott Emch, Deb Fetting, Andy Albarado, Don Mansky

Present By Phone: Unknown

Call Meeting to Order.

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

Approval of Minutes – , 2021.

Mike Hraban made the motion to approve the minutes of February 22, 2021. Motion was seconded by Bob Stout. Motion carried.

Public Comment

Don Mansky stated that he was able to find safety lifts for cheaper than \$39,400 and asked what research was done prior to approval to purchase. Scott Emch explained that the approved price was within the price range for lifts with an 80 ft. reach. Don stated his research did not include those with that long of a reach.

GENERAL BUSINESS:

Ben Jiskra Replacement. Possible Motion.

Scott Emch expressed he would like approval for the remaining 3 foremen to absorb Ben's duties and run an ad to hire a Highway Worker I. He would like to see the foreman wages increased to a couple of dollars more than the crew wages. He explained their responsibilities would increase, including being responsible for the emergency contact phone 24 hours a day, 7 days a week, 365 days a year. He expressed the phone responsibility, in fairness, should either be compensated hourly or with on-call pay. Discussion was held regarding the Rusk County on-call policy. **Mike Hraban made the motion to approve running an ad to hire a Highway Worker I employee. Bob Stout seconded the motion. Motion carried. Lyle Lieftring made the motion to add on-call duties to the Highway Department foreman job description, with the same language and pay as written in the Rusk County Personnel Handbook. Bob Stout seconded the motion. Motion carried.** Scott Emch was instructed to bring the revised foreman job description to the next meeting for approval.

WI County Hwy. Association Spring Training Conference. Possible Motion.

Scott Emch requested approval to attend the WI County Hwy. Association Spring Training Conference in Wisconsin Dells in April. **Mike Hraban made the motion to approve Scott Emch attending the WI County Hwy. Association Spring Training Conference. Ken Pedersen seconded the motion. Motion carried.**

Authorization to Bid. Possible Motion.

- Sand Screening/ Rock Crushing
- Asphalt Oil
- Used Oil
- Culverts

Scott Emch explained some changes from previously used washed sand and the need for screened sand. Otherwise the bids are the same as previous years. **Lyle Lieftring made the motion to advertise a request for bids for Sand Screening/ Rock Crushing, Asphalt Oil, Used Oil and Culverts for bid opening at the next meeting. Bob Stout seconded the motion. Motion carried.**

Authorization to Purchase Truck. Possible Motion.

Scott Emch presented the price quotes from IState Truck Center for a quad-axle truck (chassis) and from Universal Truck Equipment (box & plow set-up). He explained that the industry is predicting an 18-month delivery time due to shortage of parts coming from China. Discussion was held on how to deal with budget timelines if the truck isn't delivered until 2022. **Lyle Lieffring made the motion to approve the purchase of a quad-axle truck from IState Truck Center for the chassis in the amount of \$126,995 and from Universal Truck Equipment for the box and plow set-up in the amount of \$141,427 for a total of \$268,422. Bob Stout seconded the motion. Motion carried.**

Asphalt Plant Tour. Possible Motion.

Discussion was held regarding the Committee touring the asphalt plant. **The agenda item was tabled until the next meeting** because the item must be published as at an "outside location."

HIGHWAY COMMISSIONER REPORT

- Safety Committee Update—Scott Emch reported the last Safety Committee meeting was canceled due to absent employees. He stated that one of the items recently discussed was providing an allowance for safety jackets rather than the Highway Dept. purchasing a jacket for the crew that they don't like or doesn't fit right. Currently the only allowance is for safety boots for up to \$100 which doesn't cover the price of steel-toe boots anymore. Current prices run anywhere from \$150-\$300. Scott will have a more extensive report next month regarding this issue.
- Ad Hoc Committee Update—Scott will be contacting committee members next week to see what is the best date for the first meeting.
- 40-Hour Overtime Compensation Update—A decision was approved by the Joint Committee of Finance/ Personnel Committees to pay time and a half for any time the crew worked outside of the regular scheduled hours. Andy Albarado reported that because this involves a fiscal change, it must go before the County Board to pass a resolution.

HIGHWAY SAFETY REPORT

Scott Emch reported that all but a few employees have completed their MSHA Refresher on-line. The others will be completing their refresher in the next week. No other safety issues to report.

HIGHWAY FINANCIAL REPORT

Kitzie Winters summarized the financial reports and there were no questions.

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 reported that there are no current claims.

This report includes Insurance Liability Claims, Workers Compensation Claims and number of FMLA requests.

HIGHWAY COMMITTEE- ANNOUNCEMENTS

Mike Hraban asked that Scott let the Committee Members know when the CTH "O" ditching is repaired.

Approve payment of bills.

Jerry Biller asked about a payment to McCoy Construction of \$53,780. Scott Emch explained that the payment was for carbide blades. **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 is set for April 19, 2021 at 8:00 a.m. at the Rusk County Board Room or by video/phone.

Motion to adjourn.

A motion to adjourn was made by Lyle Lieffring and seconded by Jerry Biller. Motion Carried.

Meeting Adjourned at 9:15 a.m.

Minutes prepared by Deb Fetting, Highway Accountant I and distributed after approval at the April 2021 meeting.