

Present: Robert Stout, Lyle Lieffring, Mike Hraban, Ken Pedersen

Absent: Jerry Biller

Also Present: Scott Emch, Deb Fetting, Andy Albarado, Kitzie Winters, Don Mansky, Jehiel Franzen

Present By Phone: Unknown

Call Meeting to Order.

Robert Stout, Vice-Chairman called the meeting to order at 8:00 a.m.

Approval of Minutes – May 17, 2021.

Lyle Lieffring made the motion to approve the minutes of May 17, 2021. Motion was seconded by Ken Pedersen. Motion carried.

Public Comment

Jehiel Franzen stated “no hunting” is posted on the agricultural land by the Scott Pit. He asked if that includes bow hunting and if he and his son would be allowed to bow hunt on that field. Committee members will need to look at the policy and put the item on the next agenda for discussion and decision.

Don Mansky asked for the total costs for repairing CTH “O” ditches. Kitzie Winters replied that the cost for the original work was \$17,075.15 and the repair work was \$37,714.93.

GENERAL BUSINESS:

Request to Bid Asphalt Gravel. Possible Motion.

Scott Emch reported that we have additional jobs and will run short of asphalt gravel. **Mike Hraban made the motion to place an ad requesting bids for asphalt gravel. Ken Pedersen seconded the motion. Motion carried.**

Highway Security Camera System. Possible Motion.

Scott Emch reported that the current security camera system is inoperable. He did a walk-thru with IT and a security camera company to determine what is needed. IT submitted a proposal to the Property Committee for approximately \$7,500. The property committee approved the proposal. Scott is looking for approval from this committee before going forward. **Mike Hraban made the motion to approve the purchase of a new security camera system for approximately \$7,500 as proposed to the Property Committee. Lyle Lieffring seconded the motion. Motion carried.**

Authorization to Purchase Mower Tractor. Possible Motion.

Scott Emch reported that the 1996 Ford tractor used for mowing ditches is worn out and we don't have a back-up. Foreman, Eric Pedersen researched and found a 2020 John Deere with a mower for approximately \$150,000. If we ordered a new tractor, the wait is undetermined and could be a year or two. **Ken Pedersen made the motion to approve the purchase of a 2020 John Deere tractor for approximately \$150,000 from Tractor Central in Cameron. Lyle Lieffring seconded the motion. Motion carried.**

HIGHWAY COMMISSIONER REPORT

- Safety Committee Update—Scott Emch reported there has been no new business. We are waiting for the Operations Manager to return from his extended leave before ordering a milling machine. All safety requirements at the blacktop plant have been met.
- Ad Hoc Committee Update—The brochure is finished and has returned from the printer. The committee will now concentrate on setting up presentations for town board meetings.
- Construction Updates—The CTH “G” bridge is closed and should be open in about a month. The CTH “B” bridge is closed. The CTH “D” bridge east of CTH “G” is scheduled to be closed. Hwy. 40, Devils Creek bridge will be closing after the 4th of July. Ditching on CTH “O” is complete. The blacktop plant is up and running. We will start with patching, the Hwy. Dept. parking lot, then town projects. Scott showed a video of the crusher making winter sand.
- The CTH “V” guardrail is complete.

HIGHWAY SAFETY REPORT

Scott Emch reported that morning meetings will return to the breakroom now that the County no longer requires masks or social distancing. We are looking at getting Highway Committee meetings back at the Highway Department pending Andy Albarado addressing the County Board for all committees.

HIGHWAY FINANCIAL REPORT

Kitzie Winters summarized the financial reports. She noted the blacktop fund shows a negative balance because a bond payment has been made and blacktop work hasn't begun yet.

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 that there is currently one worker's comp claim and one person on FMLA.

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

HIGHWAY COMMITTEE- ANNOUNCEMENTS

None.

APPROVE PAYMENT OF HIGHWAY INVOICES.

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

SET DATE FOR NEXT HIGHWAY COMMITTEE MEETING.

The next regular Highway Committee is set for July 19, 2021 at 8:00 a.m. at the Highway Department and/or by video/phone.

Motion to adjourn.

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

Meeting Adjourned at 9:35 a.m.

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