

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

Absent: Jerry Biller

Also Present: Scott Emch, Deb Fetting, Tim Meyer, Andy Albarado, Kitzie Winters, Greg Lazar

Call Meeting to Order.

Bob Stout, Vice-Chairman called the meeting to order at 8:03 a.m.

Approval of Minutes – September 21, 2020.

Mike Hraban made the motion to approve the minutes of September 21, 2020. Motion was seconded by Lyle Lieffring. Motion carried.

Public Comment

Greg Lazar asked for direction on how to designate part of US Hwy. 8 as an ATV/UTV route. Some discussion occurred regarding the route of travel for the ATV's within the Village of Hawkins. The commissioner stated he would review the options available to the Village of Hawkins and advise them of how to proceed.

GENERAL BUSINESS:

PBM Fund. Possible Motion.

Scott Emch explained that the Performance Based Maintenance (PBM) Fund is a program with the State of WI where Rusk County is paid by the job/activity completed on State highways in Rusk County, and not paid by the actual cost. Therefore, if we are able to do a job for less than the State payment, the excess remains with Rusk County. Currently the fund has approximately 3 years of accumulation. In the past, we transferred those funds to the equipment fund. Discussion was held on possibly transferring those funds to the blacktop plant fund. **Lyle Lieffring made the motion to move the PBM fund balance at year end to the blacktop fund. Ken Pedersen seconded the motion. Motion carried.**

Snowplow Contingency Plan. Possible Motion.

Scott Emch presented a policy on snow plowing operations during the COVID-19 pandemic. Discussion was held. **Lyle Lieffring made the motion to accept the policy as presented. Ken Pedersen seconded the motion. Motion carried.**

Explanation of Bridge Inspection Process & Responsibilities for State, County & Town Bridges. Possible Motion.

Scott Emch explained that bridges on State highways are inspected by the State. Approximately five years ago, Scott completed the schooling and was certified to inspect bridges. At that time it was approved by the Rusk County personnel committee that Scott complete the inspections of the Rusk County bridges.

No action taken.

County "O" Ditching—Design and Work Completed. Possible Motion.

Scott Emch explained that the ditching done on County Road "O" was a maintenance activity, not a designed project. Discussion was held on the activity results and directions given to repair it.

No action taken.

HIGHWAY COMMISSIONER REPORT

- Update on Asphalt Plant Progress

Scott Emch showed a video of the asphalt plant in operation. He reported that there have been bugs to work out and so far, they have been repaired fairly quickly. As long as the temperature is above freezing, we are able to continue blacktopping roads. He suggested the committee consider developing an ad hoc committee to help promote the plant to local municipalities. It will be put on the next agenda.

HIGHWAY SAFETY REPORT

Scott Emch reported there is nothing new to report.

HIGHWAY FINANCIAL REPORT

Kitzie Winters reviewed the financial reports as presented. She also reported that her office is in the process of switching software to eliminate duplicate entry.

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

Committee members reviewed the office report. No new claims or requests.

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

HIGHWAY COMMITTEE- ANNOUNCEMENTS

None

Approve payment of bills.

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

CLOSED SESSION:

Lyle Lieftring made the motion to enter into closed session. Mike Hraban seconded the motion. Roll call. Voting yes: Ken Pedersen, Mike Hraban, Robert Stout, Lyle Lieftring. Voting no: none. Motion carried.

Closed session at 10:30 a.m.

Mike Hraban made the motion to enter into open session. Ken Pedersen seconded the motion. Motion carried.

Open session at 11:10 a.m.

Set date for next highway committee meeting.

The next regular Highway Committee meeting is set for November 16, 2020 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 Lieftring. Motion Carried.

Meeting Adjourned at 11:11 a.m.

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