

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

Also Present: Scott Emch, Deb Fetting, Don Mansky

Call Meeting to Order.

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

Approval of Minutes – October 21, 2019.

Mike Hraban made the motion to approve the minutes of October 21, 2019. Motion was seconded by Lyle Lieftring. Motion Carried.

Public Comment

Don Mansky asked for the final cost of the gas pump project. All of the bills are not in yet; therefore, the final numbers are not available at this time.

Status of Limited Term Employee (Office). Possible Motion.

Discussion was held on the need to extend the limited term employee in the office. **Robert Stout made the motion to extend the limited term employee in the office beyond January 1, 2020. Lyle Lieftring seconded the motion. Motion carried.**

HIGHWAY COMMISSIONER REPORT

Scott Emch reported the asphalt plant is starting to be delivered. The bulk of the plant will be delivered here and some parts are being delivered to John Adams in Sun Prairie for set up. A silo has been ordered from New York. Emch stated that we had a person indicate an interest in buying the old plant, not sure where that might go.

Due to weather, we were unable to complete the final layer of blacktop for the gas pump project. We plan to complete blacktopping next spring.

Conduit has been placed for internet service. Waiting for Charter Communications to install lines and get us up and running.

We Energies is currently working on installing a new gas line. We recently had a leak and learned that our pipes are deteriorating

This report includes the status of Highway equipment, Highway Blacktop Plant and Highway projects.

HIGHWAY SAFETY REPORT

Employees are attending a flagging training on how to train employees. After that is completed, flagging training will be set up for all of the crew.

HIGHWAY FINANCIAL REPORT.

The current financial reports were reviewed.

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

A new FMLA claim was filed. The person was off, but has returned to work.

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

HIGHWAY COMMITTEE- ANNOUNCEMENTS

Discussion was held regarding a new sign in front of the department. The current sign is outdated and difficult to see. Suggestions were made to get a sign similar to the courthouse. Mike Hraban asked about the highway department

working four 10-hour days verses five 8-hour days during the winter. Discussion was held on the financial feasibility of working four 10-hour days all year.

Approve payment of bills.

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

Set date for next highway committee meeting.

The next regular Highway Committee meeting is set for December 16, 2019 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 8:30 a.m.

Minutes prepared by Deb Fetting, Highway Accountant I and distributed after approval at December 2019 meeting.