

HIGHWAY COMMITTEE MEETING REPORT

DATE OF MEETING: Wednesday, February 13, 2013

COMMITTEE: Highway

CHAIRMAN: Jeffrey Zalewski

MEMBERS PRESENT: Jeffrey Zalewski, Arlene Bonacci, Richard Hurlbert, Rick Bina and William Bostwick.

MEMBERS ABSENT: None.

ALSO PRESENT: Commissioner Rusch, Patrol Superintendent Washatko, Office Manager Wells, Joe Edelman, President, Village of White Lake, Joe Grennell, Trustee, Village of White Lake and Forest Administrator, Eric Rantala.

The meeting was called to order by Chairman Zalewski at 7:30 a.m.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

APPROVE AGENDA/MINUTES:

Chairman Zalewski asked for additions to the agenda. There were none. Motion by Hurlbert, second by Bonacci, to approve the amended agenda as presented. Motion carried. Motion by Bonacci, second by Bina, to approve the minutes of the January 9, January 24 and January 29, 2013 meetings. Motion carried.

DISCUSS WHITE LAKE GARAGE AND LAND:

Joe Edelman, President of the Village of White Lake, contacted the Highway Department regarding a garage the Highway Department owns on a small piece of property in the Village of White Lake. In the past, this building was used for parking one of our plow trucks since the employee lived in the area- the employee has since retired and the building is no longer used. Village of White Lake has a plow truck that does not fit into the parking shed they use unless the plow is removed each time they park it. They would like to rent the garage from the Highway Department on a month-to-month basis and in the future possibly purchase it. Office Manager Wells explained the property is costing the Highway Department \$77.00 a month. Motion by Bostwick, second by Bonacci, to rent the garage to the Village of White Lake on a month-to-month basis with a 30 day vacate notice for \$100.00 per month starting on February 15, 2013, with the Highway Department paying the utility bill. A closed session will be on the next agenda to discuss the White Lake garage and land. Motion carried.

REVIEW DISBURSEMENTS:

The Committee reviewed the January, 2013 voucher/procurement cards disbursements.

DISCUSS MACHINERY, SHOP AND REPAIRS:

There are no major repairs at this time. Seasonal maintenance continues on the crushing equipment. Seasonal maintenance on the paver will begin soon. Three of the eight quad-axle trucks have been through the shop for preventive maintenance, and the rest will be gone through as time allows. Bids will be sent out for two new plow trucks in the near future, truck #6 and #12 will be traded in and usable parts have been identified and removed. We are repairing a wing on a plow truck (#93) that was damaged in the last storm after hitting a driveway approach.

DISCUSS HIGHWAY OPERATIONS:

Plowing and sanding are being done as necessary. Although snowfall totals are not much larger than ordinary, we have had many ice/rain/sanding/salting events. Trucks are out sanding roads again this morning and later today the grader will be cutting ice and packed snow off the roads. Patching is being done as permitted. We are planning on making additional

salt-sand as the stockpile is running low. An update was given to the Committee regarding the performance of the five new employees.

WYSOCKI PRODUCE FARM ANNUAL REQUEST FOR 2013 OVERWEIGHT SEED POTATO PERMIT:

This is an annual request. Motion by Hurlbert, second by Bostwick, to approve the 2013 Overweight Seed Potato Permit for Wysocki Produce Farm, and send the required letter to the DOT. Motion carried.

DAVID FLEISCHMAN FARMS REQUEST FOR 2013 OVERWEIGHT SEED POTATO PERMIT (LAST PERMIT 2010):

Motion by Hurlbert, second by Bostwick, to approve the 2013 Overweight Seed Potato Permit for David Fleischman Farms, and send the required letter to the DOT. Motion carried.

SCHROEDER BROS. FARMS, INC. ANNUAL REQUEST FOR 2013 OVERWEIGHT SEED POTATO PERMIT:

This is an annual request. Motion by Hurlbert, second by Bostwick, to approve the 2013 Overweight Seed Potato Permit for Schroeder Bros. Farms, Inc, and send the required letter to the DOT. Motion carried.

AT APPROXIMATELY 8:15 A.M., CONSIDER MOVING INTO CLOSED SESSION PURSUANT TO WIS. STATS. SEC. 19.85 (1)(E), TO DELIBERATE OR NEGOTIATE THE PURCHASE OF PUBLIC PROPERTIES, THE INVESTING OF PUBLIC FUNDS, OR CONDUCTING OTHER SPECIFIED PUBLIC BUSINESS, WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION; TO DISCUSS THE APPRAISALS FOR RIGHT OF WAY PURCHASE FOR CTH "B" RECONSTRUCTION PROJECT – USH"45" TO STH "52 (CHIP PROJECT):

Motion by Bonacci, second by Bostwick, to move into closed session at 8:00 a.m. By individual vote of the committee; all ayes.

AT APPROXIMATELY 8:45 A.M. RETURN TO OPEN SESSION WITH POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION:

Motion by Hurlbert, second by Bonacci, to move out of closed session at 8:20 a.m. Motion carried.

As discussed previously, the right of way purchase will be performed by an outside company; Commissioner Rusch has contacted several firms and has selected Moss and Associates to perform this project. Motion by Bina, second by Bostwick, to instruct the outside right-of-way agent hired to purchase right of way for the 2010-2011 LRIP project to adhere to the criteria established in closed session. Motion carried.

CONSIDER APPROVAL OF COMMISSIONER ATTENDING WCHA COMMISSIONER TRAINING, MARCH 25-26, 2013:

Motion by Bina, second by Hurlbert, to approve Commissioner Rusch to attend WCHA Commissioner training on March 25 and 26, 2013. Cost will be \$50 plus lodging; the County vehicle will be used for transportation. Motion carried.

DISCUSS PROCEDURE FOR REVIEWING ATV ROUTE REQUESTS:

There has been some question regarding ATV route requests and who has the authority to approve them. According to County Ordinance and Highway Policy #05-02 the Highway Committee is the only Committee that has the authority to approve an ATV route. An ATV Club that would like to petition for a ATV route must make a request to the Highway Department and turn in all the appropriate paperwork - the Highway Department will ask for the Forestry Department's input before making a recommendation to the Highway Committee. This item was for informational purposes only.

OFFICE MANAGER REVIEW OF 2012 FINANCIAL REPORT OF HIGHWAY OPERATIONS:

Motion by Hurlbert, second by Bonacci, to accept the Office Manager's overview of the 2012 Financial Report of Highway Operations. Motion carried.

The January budget report was distributed.

ADJOURN MEETING:

Motion by Hurlbert, second by Bina, to adjourn the meeting at 9:00 a.m. Motion carried.

Richard H. Hurlbert, Secretary