

## **HIGHWAY COMMITTEE MEETING REPORT**

DATE OF MEETING: Wednesday, June 13, 2012

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 and Office Manager Wells.

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

### **APPROVE AGENDA:**

Chairman Zalewski asked for additions to the agenda. There were none. Motion by Hurlbert, second by Bonacci, to approve the agenda as presented. Motion carried.

### **AMEND/APPROVE THE MINUTES OF THE PREVIOUS MEETING:**

Supervisor Bonacci requested to amend the minutes from the May 9, 2012 meeting regarding quotes for the replacement of the fence, opener and gates for the yard, the minutes should have stated "quotes" not "bids". Commissioner Rusch noted that at the May 9, 2012 meeting there was a motion by Hurlbert, second by Bina, to review the summary sheet prior to the Highway Committee meeting instead of going through and signing each voucher individually on Committee days. The motion carried. Motion by Bostwick, second by Hurlbert, to amend/approve the minutes of the May 9, 2012 meeting. Motion carried.

### **REVIEW DISBURSEMENTS:**

Motion by Hurlbert, second by Bostwick, to approve the May, 2012 voucher/procurement card disbursements, and sign the history report. Motion carried.

### **DISCUSS MACHINERY, SHOP AND REPAIRS:**

The crusher has been repaired and is running good. The Hot Mix Plant is down right now, the scale on the belt is not working correctly and will have to be replaced; we will be receiving a quote from the manufacturer for the repairs and hope to be running by next week. Preventative maintenance continues on patrol trucks. The new state patrol truck has been received and is out having the attachments installed; we will be installing the GPS system when it is delivered back to the Highway Department. The replacement of rails under patrol truck #79 is complete.

### **DISCUSS HIGHWAY OPERATIONS:**

Crushing gravel for the Hot Mix Plant is complete. The crusher was moved to the Cuellar Pit and we will begin crushing and hauling for the Forestry Department and putting the gravel down on the new ATV trail on the old railroad grade from STH "55" to Forest County Line and Camp 23 Road. We will be paving for the Housing Authority and doing work for the Towns of Price, Rolling, Polar and Antigo, patrolling for the Town of Langlade and crack sealing for the Town of Neva. Pavement marking is continuing on State and County roads.

The May budget report was distributed.

**DISCUSS UNIFORM/COVERALL CONTRACT:**

Office Manager Wells informed the Committee that she was contacted by a uniform sales representative from Aramark. Right now we receive this service from Industrial Towel and Uniform and our contract is for an additional 32 months. Office Manager Wells explained to the Committee that after meeting with the vendor from Aramark and comparing prices, there would be a savings of \$1,887.36 if we break our contract with ITU. The contract with Aramark would be for 3 years with a 30 day opt out. The Office Manager has a meeting scheduled for later today with the sales representative from ITU to discuss the pricing and savings for the County. Motion by Bina, second by Bonacci, to allow Office Manager Wells to negotiate for the best possible price savings for the Highway Department. Motion carried.

**DISCUSS WCHA SUMMER HIGHWAY CONFERENCE (ROAD SCHOOL):**

Commissioner Rusch and Supervisors Bonacci and Hurlbert attended the WCHA Summer Highway Conference (Road School). Supervisor Bonacci updated Highway Committee on subjects discussed. Commissioner Rusch received plaques at the conference for Eugene Rogatzki and Eugene Kamps from the Wisconsin County Highway Association for their years of dedicated service. Commissioner Rusch and Chairman Zalewski will present the plaques to them at the June 19, 2012 County Board meeting.

**DISCUSS STAFFING, SHOP SUPERINTENDENT JOB DESCRIPTION, HIRING PROCESS, ETC:**

Discussion was had on the hiring process of the new position of Shop Superintendent. Advertising for the position will be in the Antigo Daily Journal, County Website and WCHA website. Applications will be accepted until June 29, 2012. The Committee will review the applications at the July 11, 2012 meeting.

**ADJOURN MEETING:**

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

Richard H. Hurlbert, Secretary