

## **HIGHWAY COMMITTEE MEETING REPORT**

DATE OF MEETING: Wednesday, November 14, 2012

COMMITTEE: Highway

CHAIRMAN: Jeffrey Zalewski

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

MEMBERS ABSENT: Arlene Bonacci.

ALSO PRESENT: Commissioner Rusch, Patrol Superintendent Washatko, Office Manager Wells and Brent Matthews, DOT.

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 Bostwick, to approve the agenda as presented. Motion carried. Motion by Hurlbert, second by Bostwick, to approve the minutes of the October 10, 2012, October 18, 2012 and October 25, 2012 meetings. Motion carried. Motion by Hurlbert, second by Bostwick, to excuse Supervisor Bonacci. Motion carried.

### **REVIEW DISBURSEMENTS:**

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

### **REVIEW/APPROVE STATE ROUTINE MAINTENANCE AGREEMENTS (RMA'S) FOR 2013:**

Brent Matthews, DOT, presented the 2013 Routine Maintenance Agreements. There is an effective .41% increase from 2012. Discussion, questions and answers followed. Motion by Hurlbert, second by Bina, to approve the 2013 State Routine Maintenance Agreements and sign three copies of the documents. Motion carried.

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

There are no major repairs at this time. The annual maintenance on the plow trucks is completed, and a safety modification has been completed on the spreaders. The crushing equipment has been moved in for the year and annual maintenance will begin on the crushing equipment and the hot mix plant.

### **DISCUSS HIGHWAY OPERATIONS:**

The summer projects have been completed, and the salt/sand is made for the upcoming winter season. The CTH "C" bridges opened on schedule. We performed crack sealing for the Towns of Neva, Langlade and Ackley and continue to tar cracks for the County. We are brushing for the State and County. A gravel haul was completed for the Forestry Department on a Jack Lake fire lane utilizing gravel stockpiled for them last year. We will be performing winter maintenance as necessary.

The October budget report was distributed.

**UPDATE ON STAFFING/POSTION REFILLS:**

The four new employees started work on Monday 11/12/12 and seem to be doing well. After the two anticipated retirements, our staffing level will be stabilized unless unforeseen retirements occur.

**WCHA WINTER HIGHWAY CONFERENCE, JANUARY 14-16, 2013:**

Motion by Hurlbert, second by Bina, to approve up to three Highway Committee members and the Highway Commissioner to attend the WCHA Winter Highway Conference. Motion carried.

**ADJOURN MEETING:**

Motion by Hurlbert, second by Bina, to adjourn the meeting at 8:30 a.m. Motion carried.

Richard H. Hurlbert, Secretary