

October 09, 2012

The regular meeting of the Highway Committee was called to order by Chair Paul Schwandt at 4:30 PM on Tuesday, October 09, 2012. The requirements of the Open Meeting Law were certified as being met.

Present: Paul Schwandt
Donald Peters
Eugene Henke
Margaret Whirry

Absent:

Others Present: Chuck Buss, Interim Highway Commissioner
Becky Pence, Administrative Assistant
Duane Prachel, County Superintendent
Ben Moderow, Alternate (4:45 pm)
Dan Sondalle, Corporation Counsel
Alyssa Paulsen, Berlin Newspapers
Jack Meyers, County Board Chair

Pledge of Allegiance

The Pledge of Allegiance was recited.

Agenda

Motion/second (Whirry/Peters) to approve the Agenda. Motion Carried.

Minutes

Motion/second (Henke/Whirry) to approve the meeting minutes of 09/11/12 and 09/27/12. Motion Carried.

Correspondence

A letter of retirement from Joseph Chappa, Mechanic II.

Public Comments None

Appearances None

Monthly Vouchers

Motion/second (Peters/Whirry) to approve the vouchers in the amount of \$434,268.05. Motion Carried.

Commissioner's Report

Buss reported crews paved the final layer of asphalt on CTH A reconstruction; paved 1 mile on CTH D; shouldered paved roads; ditch work on CTH H; mowing; patching potholes; epoxy sealed and sprayed State bridges and also the decks on CTHs A, B, BB, J, & M; and inspected county and local bridges.

Anticipated activities include placing earthen berm on property line at Manchester shop; ditch work on CTH FFF; bridge work; shouldering; mowing; and surface maintenance as needed; snow fencing; and mount plow equipment.

Crash data consisted of 25 deer, 4 other/weather, and 2 county damage claims.

DOT Request for Services None

Resolution for TRANS 75 (CTH D) White River Bridge

Motion/second (Henke/Whirry) to recommend passage of Resolution for TRANS 75 (CTH D) White River Bridge. Motion Carried.

NC Region Fall Meeting, 10/26/12 Stratford, WI

Motion/second (Peters/Henke) to approve Buss and Whirry to attend the NC Region Fall Meeting in Stratford, WI on 10/26/12. Motion Carried.

Discuss Vacant Position – Shop Foreman

Buss explained to the committee that he appointed Keipe in the Shop Foreman's position as he is the most senior man that was interested. Peters asked if he will be the lead person and Buss replied that someone in the field would be. Recruitment procedures were discussed and Whirry commented to changes being incorporated as people retire. Sondalle stated the committee can move forward with the process of filling vacant position per the policies and procedures.

Motion/second (Whirry/Henke) to move forward on getting this position filled. Motion Carried.

WCA Convention

Peters explained the impact on frac sand hauling, and other heavy haulers and the importance of moving forward with road agreements.

Road Agreements

Sondalle is reviewing other road agreements and is working with Attorney Sorenson.

County Highway Department Cooperative Agreement

Buss explained the only change is sharing of equipment with man power or without manpower.

Motion/second (Peters/Henke) to sign and move forward on the county Cooperative Agreement.

6 Year Highway Improvement Plan

No plan or estimates have been drawn up yet by Buss and Prachel.

Use of County Property None

Financial Reports

The Committee reviewed the Financial Reports for Highway.

Railroad Consortium None

Henke explained that Ken Lucht will be at the next County Board meeting for presentation.

Committee Discussion

Whirry would like to initiate something for retirees down the road, such as a letter from the committee thanking them for their years of service.

Future agenda items for action and discussion

Committee Meeting November 13, 2012

Highway Improvement Plan

Road Agreements

Shop Foreman Vacant Position

Closed Session 5:20

Motion/Second (Whirry/Henke) to convene in closed session per ss19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; ss19.85(1)(g) conferring with legal counsel for the governing body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The closed session relates to employee evaluation(s), and Highway Commissioner Position. Roll-Call Vote, 4 ayes, 0 nays. Motion Carried.

Resume Open Session

Motion/Second (Whirry/Henke) to resume open session. Roll-Call Vote, 4 ayes, 0 nays. Motion Carried.

Discussion and Possible Action on Matters Discussed In Closed Session Relating to employee evaluations, and Highway Commissioner Position

Motion/second (Whirry/Peters) to approve the evaluation for Steve Otto and to forward on to his personnel file.

Motion/second (Whirry/Henke) to approve Amy Brooks 2 week vacation request and to recommend to County Board for approval.

Adjournment

Motion/second (Peters/Whirry) to adjourn at 5:30 PM. Motion carried.

Submitted by,



Becky Pence
Secretary