

**Regular Meeting
Highway Committee
January 11th, 2016**

Members Present: Gary Steber, Larry Neuens, Jeanette Bomberg, and Larry Dzekute.

Members Absent: John Halada, excused.

Others Present: Patrick Smith, Jeff DeMuri and Tiffany White

The meeting was called to order by Chairman Steber.

Approval and/or revisions to current agenda: A motion was made by Bomberg, seconded by Neuens, and voted four (4) to zero (0) to approve the agenda as submitted.

Approval of Minutes: It was then moved by Neuens, seconded by Bomberg, and voted four (4) to zero (0) to approve the minutes of the December 14th Highway Committee meeting, as printed.

Old Business

Update re: the future Surface Transportation Project (S.T.P.): DeMuri met with the landowner who is selling property bordering CTH "N" east of Aurora to discuss the possibility of purchasing some of the property to increase the right-of-way. There is another owner who needs to be approached as well before any decisions can be made. DeMuri is finishing the Request for Proposals and plans to have it advertised sometime next week.

Update re: the 2015 Equipment purchase: DeMuri still hasn't found a hot-patch trailer to purchase, but there is a commissioner meeting later this week and then a conference next week where he'll be able to discuss equipment with others and get recommendations from other counties. The purchase will now take place in 2016, but with funds that have rolled over from 2015.

Cleaning Services: DeMuri informed the committee of savings from various monthly bills that he'd like to use to pay a cleaning service and asked if he can advertise it now. Bomberg clarified that DeMuri now needs to go to the Personnel Committee to get permission to advertise for it. A motion was made by Bomberg, seconded by Dzekute, and voted four (4) to zero (0) to move the decision to the Personnel Committee.

Employee Performance Evaluations: DeMuri has completed evaluations for all employees and each employee completed one on themselves as well. This year he just used the standard evaluation provided, but for next year he plans to tweak it to make it more specific to the Highway Department. DeMuri will keep a copy of the evaluations and also provide a copy to the County Clerk's office for the employee's official personnel files.

New Business

2016 Equipment Pilot Program: DeMuri discussed an issue we are having with a Monroe box that has two augers on the bottom. A new box is being designed/manufactured and we could potentially be part of the pilot program for the new box for the new chassis that we will be purchasing in 2016. The board members recommended going out for bids as normal once the chassis is purchased.

Bid Opening: There will be a joint bid opening for the Highway Department and the Forestry & Parks Department on Wednesday, 1/12/2016, at 12:10pm. The Forestry & Parks Dept. will be having their committee meeting on Wednesday night, following the bid opening. A motion was made by Bomberg, seconded by Neuens, and voted four (4) to zero (0) to permit the Forestry & Parks Committee to accept the lowest bid, or the one that is in the best interest of the county, for the purchase of a Highway truck chassis.

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Adjourn to Closed Session:

A motion was made by Bomberg, seconded by Dzekute to adjourn to Closed Session pursuant to: WI State Stat. §§ 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. The purpose of the meeting is to review performance evaluation(s) and discuss changes to job description(s), additional benefits, or compensation for employee(s).

A roll call vote was taken and all members voted Aye.

The Committee reconvened to open session and there was not action taken.

Commissioner's Report: DeMuri said that he ended 2015 with a positive balance in the state budget due to the minimal snowfall in November and December. However, he may be able to get some of that money back as part of a PBM (Performance Based Maintenance) project to crack fill on the state highways. There have been significant repairs needed to two trucks, but everything else is currently running well.

Distribute monthly financial statements: The monthly financial report was presented by White. Upon review, it was moved by Bomberg, seconded by Neuens and voted four (4) to zero (0) to approve the report as presented.

Present bills: There were two lists of bills presented to the Committee for their review, one was for 2015 accounts payable and the other for 2016 expenses. After review and discussion of the two lists, it was moved by Dzekute, seconded by Neuens and voted four (4) to zero (0) to approve payment of the 2015 accounts payable not to exceed \$19,567.80 and the 2016 bills not to exceed \$15,353.35.

Committee Members comments, concerns and future agenda items: The agenda for the February 2016 meeting will include updates of the Request for Proposals on the S.T.P. and the items discussed during closed session.

Adjourn to next regular meeting: There being no further business, it was moved by Neuens, seconded by Dzekute and voted four (4) to zero (0) to adjourn to February 8th, 2016 for the next regular highway meeting.

Respectfully submitted,

Tiffany White,
Office Manager