

**Regular Meeting
Highway Committee
February 8th, 2016**

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

Members Absent: Larry Neuen, excused and John Halada, excused.

Others Present: 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 Dzekute, seconded by Bomberg, and voted three (3) to zero (0) to approve the agenda as submitted.

Approval of Minutes: It was then moved by Bomberg, seconded by Dzekute, and voted three (3) to zero (0) to approve the minutes of the January 11th Highway Committee meeting, as printed.

Old Business

Update re: the future Surface Transportation Project (S.T.P.): The Request for Proposals ad is in the paper and they are due on February 24th. The committee members requested that DeMuri review them and present them with the top proposals at the next meeting. Steber asked about the status of the land acquisition for the right of way, and DeMuri explained that he is waiting until the engineering company is selected as they will be able to assist in that.

2016 Equipment purchase: Bids are due for the tandem truck chassis on February 17th, and for the dump box, hydraulic system, underbody blade, snow plow and snow wing on February 18th. DeMuri plans to post an ad for bids for a hot-box trailer soon. At the Winter Conference he spoke with several vendors and commissioners about hot-box trailers and got several recommendations.

Cleaning Services: An ad will be place in the coming weeks' papers for bids for cleaning services. DeMuri will create a spec sheet for interested parties.

New Business

End of Year reports: Crystal Wells, the office manager for Langlade County, will be coming to Florence on February 17th and possibly other days in the future to help with the closing process. Hopefully, with Crystal's assistance, Tiffany will gain a better understanding of the process and will be able to prepare more prior to the auditors' involvement than in the past years.

Commissioner's Report: DeMuri said the Wisconsin DOT would like to hold a training session with the Highway Dept. and the Sheriff's Dept. to discuss salt usage and the 18-hour rule. WisDOT also requested that a checklist be created of duties/tasks that are to be accomplished throughout the year.

DeMuri also mentioned that it is nearing time to place ads re: summer help for Highway/Forestry as there were several LTEs from last year that are not likely to return.

Distribute monthly financial statements: The monthly financial report was presented by White. Upon review, it was moved by Bomberg, seconded by Dzekute and voted three (3) to zero (0) to approve the report as presented.

Present bills: The current monthly bills were presented to the Committee for their review. DeMuri summarized several of the large bills for the Committee. After review and discussion of the bills, it was moved by Dzekute, seconded by Bomberg and voted three (3) to zero (0) to approve payment of the bills not to exceed \$63,596.41.

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Committee Members comments, concerns and future agenda items: The agenda for the March 2016 meeting will include the Proposals on the S.T.P. and the 2016 equipment purchases.

Adjourn to next regular meeting: There being no further business, it was moved by Bomberg, seconded by Dzekute and voted three (3) to zero (0) to adjourn to March 14th, 2016 for the next regular highway meeting.

Respectfully submitted,

Tiffany White,
Office Manager