

**Regular Meeting
Highway Committee
May 13th, 2013**

Members Present: Gary Steber, Don Gardner, John Halada and Larry Neuens.

Members Absent: None

Others Present: Jeff DeMuri and Francie Freeberg.

The meeting was called to order by Chairman Steber.

At this time, Steber asked everyone present to observe three (3) minutes of silence in memory of Bruce Osterberg, our Committee Vice-Chairman, who passed away on 05-04-2013.

Agenda: It was moved by Gardner, seconded by Halada and voted unanimous to approve the agenda as submitted.

Minutes: It was moved by Gardner, seconded by Halada and voted unanimous to approve the minutes of the April 8th, 2013 Highway Committee Meeting, as submitted.

Old Business

CTH “N” Project Update: DeMuri said that he has submitted applications to the DOT for two projects. The first one is for approximately two (2) miles and runs from the Pine River Bridge to Johnson Creek Road. The second one is for approximately one mile from Johnson Creek Road to CTH “D”. The DOT will be reviewing the applications and rating all project applications sometime in October or November of this year. DeMuri said he hopes to hear if we are awarded either of these projects by the end of 2013. The DOT received DeMuri’s letter asking to turn down the design funds so by doing this, it should push the design funds into the construction phase of the project. If we pay for the design ourselves, we eliminate quite a bit of red tape and extra fees. If things go as planned DeMuri said that he’s hoping the Committee will be able to select a design consultant sometime in August or September of this year.

Joint Position Forestry/Highway: Jeff DeMuri and Pat Smith went together to the Personnel Committee to discuss this joint position. They were told that they had to bring this back to their respective committee as they failed to follow the proper channels. DeMuri reviewed the job description with the committee. There was also discussion regarding the wage that Smith and DeMuri would like to see for this employee. The wage will be the same for both departments and each department will track the hours worked for their respective department. Freeberg said that he had discussed this with Karlyn Osterberg and was told there wasn’t any problem doing the hours in this format. The fringe benefits will be billed out based on the number of hours worked for each department. After further discussion it was moved by Neuens, seconded by Halada and voted unanimous to send this job description on to the Personnel Committee/County Board, for their approval.

Summer Occasional Workers Forestry/Highway Jeff DeMuri and Pat Smith went together to the Personnel Committee to discuss the occasional worker for both departments. They were told to advertise the position and to create a list of applicants and bring it back to Personnel Committee. Highway advertised the position on May 8th and received 6 applicants. Would like to get 2 or 3 on the pay role to help do misc. projects between both departments. Jeff was told that if we had a list from last year and that if the same person applies this year that we could start that person right away if needed. Currently, only one from last year came back. After further discussion it was moved by Gardner, seconded by Neuens and voted unanimous to review the applications and make a list of two or three candidates for this position, and take it to the Personnel Committee for their approval. Steber and DeMuri will review the applications.

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New Business

Summer Projects: DeMuri said that he is looking into the possibility of putting an Epoxy Overlay on the Little Popple River Bridge on CTH "N". This bridge was constructed in 1998 and this would be a "preventative" maintenance project. DeMuri said that we have never done this type of project and he is gathering as much information as possible. He plans to meet with the bridge person from the DOT to look at this project. They will "chain" the bridge to see about any possible delamination problems that they are unaware of at this time. The material alone costs about \$9,000. DeMuri will be getting additional information on this and plans on doing the project with his crew and a vendor who stated that he will help in the process.

If we go ahead with this Epoxy overlay the deck will be raised by 3/16" to a 1/4" so we may have to pave approximately 1-1/2 miles to get the surface smoothed out. If we need to pave, there is an area within this distance that has a natural spring in it and causes problems with bumps, especially in the winter/spring. DeMuri said that he will be looking at possibly digging out this area.

The highway budget has \$50,000 in it for blacktopping behind the Highway building . This will help with the drainage problems in the back

DeMuri also reminded the Committee that he has \$50,000 budgeted for a cold storage shed. He's looking at a cold storage shed approximately 50' x 72'. He's not sure if we need to have our design plans certified by the state. He will check into that.

Distribute monthly financial statements: The financial statement was presented to the Committee and reviewed by Freeberg. After discussion it was moved by Gardner, seconded by Neuens and voted unanimous to approve the financial report as submitted.

Future Agenda Items: Updates of the occasional help and the joint position, election of a Vice Chairman (if we have a full committee) and possibly bid openings.

Present bills: The bills were presented for review. After discussion it was moved by Neuens, seconded by Gardner and voted unanimous to approve payment of the bills not to exceed the amount of \$112,943.76.

Adjourn to next regular meeting: There being no further business, it was moved by Neuens, seconded by Halada and voted unanimous to adjourn to Monday, June 10th, 2013 for the next regular highway committee meeting.

Respectfully Submitted,

Francie Freeberg
Office Manager