

**Special Meeting
Highway Committee
February 23rd, 2017**

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

Members Absent: Larry Neuens, 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 Bomberg, seconded by Dzekute and voted four (4) to zero (0) to approve the agenda as submitted.

Accept Employee Resignation Letter: DeMuri explained that Chad Hedmark had resigned his position effective March 2nd to accept a new job. A motion was made by Modschiedler, seconded by Dzekute and voted four (4) to zero (0) to accept the resignation.

Advertise and Interview for a Highway Employee: It was decided to advertise for Laborer/Truck Driver as well as Heavy Equipment Operator. Also, it was determined that the Heavy Equipment Operator position should probably be broken into two levels to better gauge the skill level of employees. DeMuri will determine the appropriate job descriptions and wage scale and present it to the Personnel Committee. A motion was made by Dzekute, seconded by Modschiedler and voted four (4) to zero (0) to recommend to the Personnel Committee that the Highway Dept. advertise and schedule interviews for a new employee.

Adjourn: There being no further business, it was moved by Bomberg, seconded by Dzekute and voted four (4) to zero (0) to adjourn.

Respectfully submitted,

Tiffany White,
Office Manager