

Date: July 12, 2016
Highway Committee Meeting
Location: Highway Office
Time: 8:00 AM

Meeting called to order by Chairman Aasen at 8:02 am.
Open meeting law requirements have been met.
Members present: Chairman John Aasen, Mike Nelson, Doug Winters, Curt Skoyen, Ernest Vold, and Commissioner Lyga.

Other persons attending: Tom Kloss

Minutes of June 14, 2016 meeting were presented as drafted. Motion to accept minutes by Ernest Vold. Seconded by Mike Nelson. Motion Carried.

Motion to accept agenda by Curt Skoyen. Seconded by Mike Nelson. Motion Carried.

AUDIT

Approval of vouchers approved by audit committee – June Vouchers #553 to #557 for \$345.21. July Vouchers #558 thru #642 for \$644,695.66.
Motion to pay by Ernest Vold. Seconded by Doug Winters. Motion carried.

HIGHWAY VIEWING and MAINTENANCE DISCUSSION

Commissioner Lyga informed the committee of the estimates for the County “O” Bridge Sales Study. Doug Winters made the motion to hire Corre, Incorporated to complete the Sales Study and Offering Letters. Motion was seconded by Ernest Vold. Motion Carried. Curt Skoyen made the motion to send letters to Bridge Consultants asking for proposals and qualifications for the upcoming bridge projects.

Commissioner Lyga gave a brief update on work being completed by employees: Sealcoating being done, Construction Crew installing culverts, LRIP Project to widen a road will start week of July 17, 2016 for the Town of Albion.

The committee reviewed the Bridge Ratings Report. The Department of Transportation has 16 bridges that need to be re-rated. A bridge on County Road D in the Town of Ettrick has a 6.0 rating making this bridge eligible for 80/20 Federal Funding.

The Highway Committee suggested viewing the roads some time in October of each year to review the work that had been completed.

Mike Nelson made the motion to advertise for LRIP bids for the County Road “E” Project. The motion was seconded by Curt Skoyen. Motion Carried.

Doug Winters made the motion to approve the Sales Study and Offering Letters prepared by Jewell and Associates for the County “F” Bridge. Ernest Vold seconded the motion. Motion Carried.

Property Owners adjacent to County “F” Bridge project will be receiving an offer for use of their land to do the bridge construction.

PERSONAL DISCUSSION

The person offered the Mechanic's position has declined the offer. The hourly wage being offered was significantly lower than his current rate of pay.

The committee discussed the problems and issues with the Wage Survey that was recently completed. Curt Skoyen made the motion to recommend that the current Wage Scale be adjusted to meet current conditions and be comparable to surrounding employers.

Mike Nelson seconded the motion. Motion Carried.

Commissioner Lyga informed the committee that the Parts Coordinator position was placed in a lower Pay Range from where it was previously after the Wage Study.

Commissioner Lyga recommended moving this position back to range 6 rate.

Mike Nelson made the motion to change the Parts Coordinator position to Range 6 effective after the current employee's anniversary date. Curt Skoyen seconded the motion. Motion Carried.

Mike Nelson made the motion to allow employees to attend the CHEMS Training on October 13 & 14, 2016. Motion also included the right for employee(s) to receive mileage in exchange for one night stay at training, or use of county vehicle. Ernest Vold seconded the motion. Motion Carried.

Doug Winters made the motion to allow up to 5 foremen to attend the Annual Road School in Green Bay. Also pay for room for one night for a retired employee who will be attending to accept his award. Seconded by Mike Nelson. Motion Carried.

Steve Walker from Cedar Corporation addressed the committee about his company. Information was presented in regards to having the ability to replace a bridge with a culvert. Mr. Walker expressed his company's interest in working with Trempealeau County on their future bridge projects.

MSA Consulting representatives, Leah Rhodes and Marv Ruhland made a presentation about their company and handed out informational packets. They spoke about the upcoming bridge projects and possible bridge designs. This company also expressed interest in working with Trempealeau County on their upcoming bridge construction.

Tom Kloss informed the committee about the the Highway Personal Protection Equipment and Policy. The County's Work Comp Carrier addressed the issue with Tom Kloss about some employees are wearing shorts during their work shifts. All Twenty-One counties in our district do not allow shorts to be worn. Leaving the legs exposed by wearing shorts has a higher potential for injury. The Work Comp Carrier highly suggested that shorts not be allowed.

Ernest Vold made the motion to change the verbage in the Policy Handbook that "LONG PANTS" are required to be worn during work hours. The word "Union" should also be removed from the handbook. Mike Nelson seconded the motion. Motion Carried.

The next meeting date was set for August 9, 2016 at 8:00 am at the Highway Office.

Chairman Aasen adjourned the meeting at 10:20 am.

Respectfully Submitted,

Debra Haines, Recording Secretary
Trempealeau County Highway Dept