

HIGHWAY COMMITTEE  
RICHARD RASMUSSEN - CHAIRMAN  
30398 Moss Hollow Lane, Lone Rock  
BUFORD MARSHALL- V. CHAIRMAN  
322 West Liberty Street, Lone Rock  
MARTY BREWER - SECRETARY  
26766 CTH DD, Richland Center  
PAUL KINNEY  
11826 Maple Valley Road, Blue River  
LARRY SEBRANEK  
32742 Cold Spring Lane, Lone Rock

**RICHLAND COUNTY  
HIGHWAY COMMISSION**  
*120 Bowen Circle, Richland Center, WI 53581*  
**OFFICE PHONE (608) 647-4707**  
**FAX (608) 647-3231**

**JIM CHITWOOD**  
Highway Commissioner  
Cell Phone# 608-604-7623  
**BILL CONDON**  
Patrol Superintendent  
Cell Phone# 608-604-7624  
**JEANNE MARSHALL**  
Bookkeeper  
**LISA MUELLER**  
Office Clerk  
**GLEN NIEMEYER**  
Parts Clerk

**RICHLAND CO. HIGHWAY COMMITTEE MEETING**

May 4, 2017

**MINUTES**

The Regular Highway Committee meeting of May 4, 2017 was called to order at 9:00 a.m. by Chairman Rasmussen, in the Conference Room at the Richland County Highway Shop, 120 Bowen Circle, Richland Center, WI 53581.

Present were:

|   |                          |       |
|---|--------------------------|-------|
| <input checked="" type="checkbox"/> Richard Rasmussen | <input type="checkbox"/> | _____ |
| <input checked="" type="checkbox"/> Buford Marshall   | <input type="checkbox"/> | _____ |
| <input checked="" type="checkbox"/> Marty Brewer      | <input type="checkbox"/> | _____ |
| <input checked="" type="checkbox"/> Paul Kinney       | <input type="checkbox"/> | _____ |
| <input checked="" type="checkbox"/> Larry Sebranek    | <input type="checkbox"/> | _____ |
| <input checked="" type="checkbox"/> Jim Chitwood      | <input type="checkbox"/> | _____ |

***There was proper proof of notification.***

***Read and approve the agenda.***

Moved by *Sebranek*, seconded by *Marshall* to approve and accept the agenda as read.  
Motion carried.

***Read & approve minutes from April 6<sup>th</sup>, 2017 Highway Committee Meeting.***

Moved by *Kinney*, seconded by *Marshall*, to approve the minutes as read.  
Motion carried.

***Election of Highway Committee Officers.***

Moved by *Kinney*, seconded by *Sebranek* to cast a unanimous ballot for the current officers; Chairman-Rasmussen, Vice-Chairman-Marshall, Secretary- Brewer.  
Motion carried.

***Review voucher listing and approve for payment.***

Total amount for pre-paid and unpaid bills: \$281,659.86.  
Moved by *Marshall*, seconded by *Sebranek* to approve vouchers for payment.  
Motion carried.

***Discuss Sand Pit acquisition.***

Update: waiting for decision on paying or borrowing. Motion to proceed with payment by *Sebranek*, seconded by *Kinney*. Motion carried.

***Discuss machinery sales – Wisconsin Online Auction.***

Tractors are doing well, Bidding is still open until May 15<sup>th</sup>.

**Review list of capital expenditures.**

Discussion only.

**Discuss addendum changes regarding hiring/advertisement policy.**

Keep things the same as per Personnel & Finance. Moved by *Kinney*, seconded by *Marshall* to move forward and post ad and set up interviews. Motion carried.

**Discuss insurance involving licensed vehicles.**

Moved by *Sebranek*, seconded by *Marshall* to leave insurance as it is. Motion carried.

**Review issues with employee retention, including data illustrating overall compensation.**

Moved by *Sebranek*, seconded by *Brewer* to send replacements (Bill & Jeanne) for Jim Chitwood to Department Head Meeting. Motion carried.

**Move into closed session 19.85 (1)(c)(f) of Wisconsin Statutes, for preliminary consideration of specific personnel problems and disciplinary data of a public employee.**

Roll call: Rasmussen-yes, Marshall-yes, Brewer-yes, Kinney-yes, Sebranek-yes.

Moved by *Sebranek*, seconded by *Marshall* to go into closed session. Motion carried.

Moved by *Marshall*, seconded by *Kinney* to return to open session. Motion carried.

**Review proposals involving upcoming legislative issues, position papers, WCHA proposals.**

No discussion until next meeting.

**Commissioner's report.**

- a. *CTH JJ.* On schedule.
- b. *Town work.* Going well in spite of wet weather.
- c. *State work.* First bridge wash complete. Made money. Large PBM project on STH 14.
- d. *New employee.* Jesse Storms starts May 8<sup>th</sup>, 2017.

**Other Business.**

Motion by *Kinney*, second by *Sebranek* to allow Bill Condon to sign state contracts in Jim's absence due to illness.

The next regular Highway Committee meeting will be held, *Friday, June 2, 2017 @ 9:00 a.m.*

Motion to adjourn the meeting by *Sebranek*, seconded by *Marshall*. Motion carried.

*Chairman Rasmussen* adjourned the meeting at 11:15 a.m.

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Marty Brewer - Secretary