

**Lincoln County Highway Committee**  
**Minutes of Thursday, November 3, 2011 – 7:30 a.m.**  
**Commissioner's Office - Merrill**

Members Present: Bob Lee, John Bailey, Graham Rankin, Arlene Meyer and Richard Berndt  
Visitors: Jerry Jagmin, Jason Lemmer, Mike VanDeWeerd, Heather Marheine, Ray Gausmann, Darryl Landeau, Greg Owens, Tom Birch, and Bill Zietz

1. **Call Meeting to Order:**  
Meeting was called to order at 7:36 a.m.
2. **Approve Minutes of Previous Meeting(s)** – Motion by Meyer, seconded by Berndt to approve the minutes from the last meetings. All ayes. Motion carried.
3. **Set Future Meetings:**  
Thursday, December 1, 2011 – 7:30 a.m., Tomahawk City Hall
4. **Claims:** No claims at this time.
5. **Public Comment** - No one was present for public comment.
6. **Financial Report** – Marheine reviewed the fund balance for the September billing cycle with the Committee. The general maintenance account is doing better than expected due to the tornado and flooding damage along with township work associated with these events. The winter maintenance account is within budget for this time of the year.
7. **Highway Department Work Hours** – Jagmin informed the Committee that he would be changing the office hours from 8 a.m. – 4 p.m. to 7:00 a.m. to 3:30 p.m. which is the same hours as the crew along with the same hours in the summer as the crew which is 6:30 a.m. to 4:30 p.m. Last winter we had 3 customers between 3:30 – 4:00 p.m. These hours would take effect immediately. The Committee didn't have a problem with Jagmin's recommended hours.
8. **Uniform Allowance** – Jagmin indicated it is costing the County over \$7,000 per year for employee uniforms. He recommended that we increase the boot allowance from \$150 per employee per year to \$250 which would help compensate for the uniforms and would generate a \$2,000 cost savings to the county. The only exception would be the county still would provide uniforms to the 2 mechanics and the machinist welder. Motion by Berndt, seconded by Rankin to increase the boot/uniform allowance to \$250 per employee per year to compensate for uniforms and remain paying for the 2 mechanics and machinist welder beginning January 1, 2012. All ayes. Motion carried.
9. **Approve Attendance to Winter Conference** – The winter conference will be held on January 16, 17, and 18, 2012 in Wisconsin Dells. Jagmin would like to know by the end of this month who will be attending. Motion by Bailey, seconded by Berndt to approve the attendance, mileage and per diem for Committee members attending the winter conference. All ayes. Motion carried.
10. **Bike and Pedestrian Plan** - Darryl Landeau, North Central Regional Planning, was present to discuss this issue with the Committee. North Central Region Planning has agreed to pay for Lincoln County's contribution match which means there would be no cost to Lincoln County. A lengthy discussion on Trans 75 took place. Motion by Rankin, seconded by Bailey to layover this matter until the next meeting. Four ayes with Meyer voting nay. Motion carried.
11. **Issues with CTH G & C**– The final report on CTH G & C has been received from American Engineering & Testing. Jagmin had reviewed the results of the report with Tom Burch from American Asphalt prior to this meeting. Jagmin reviewed the American Engineering Testing's report with the committee and Tom Burch compared their reports to American Engineering & Testing report. He asked the committee for permission to drill cores out on CTH G to be tested at American Asphalt's lab. The committee granted the request with the provision that one of our management staff be on site while the cores are taken and they share the results with Lincoln County, which Burch agreed too.
12. **Report by Superintendents** – Lemmer and VanDeWeerd gave their verbal reports to the Committee.

13. **Commissioner's Report on Highway Operations -**
  - a. **Report on NCR Fall Meeting** – Jagmin reported on NCR fall meeting.
  - b. **Direct Deposit** – Jagmin reminded the Committee they need to have their direct deposit forms in by December 9<sup>th</sup>.
  - c. **Highway Department Structure** – Jagmin recommended we re-structure the pay scale for non-supervisory positions within the Highway Department to be uniformed with the rest of the County by being paid by tenure verses on the job being performed year round. The employee would be paid Class 5 when they are actually operating a piece of equipment, not year round. The Department would have 2 groups that the highway employees would fall into - a supervisory group and a non-supervisory group. He would implement this on January 1, 2012. The Committee agreed with the proposed structure.
14. **Adjourn** - Motion by Meyer, seconded by Berndt to adjourn at 9:35 a.m. All ayes. Motion carried.