

**Lincoln County Highway Committee**  
**Minutes from Thursday, March 5, 2020 (3:30 PM – 4:28 PM)**  
**Commissioners Office – Merrill Highway Department Office**

Members Present: Kevin Koth, Chris Heller, Bill Bialecki, Brian Hafeman  
Visitors: Jason Hake (Administrative Coordinator), Dan Leydet (Finance Director), John Hanz (Hwy Commissioner), Heather Marheine, Todd Schmeltzer, Jason Lemmer, Dave Pankow, Tyler Harland, Justin Schwartz and Derek Woellner (Mayor of Merrill)  
Excused: Tyler Mueller

1. **Call Meeting to Order** - Meeting called to order at 3:30 p.m.
2. **Public Comment** – none
3. **Approve Minutes of Previous Meeting(s)** – M/S Heller/Bialecki to approve the February 5, 2020 minutes. All ayes. Motion carried on a voice vote.
4. **Set Future Meetings:**  
Thursday, April 2, 2020 at 3:30 p.m. Commissioner’s Office, Merrill  
Thursday, May 7, 2020 at 3:30 p.m. Commissioner’s Office, Merrill
5. **Claims** – Accident on STH 51
6. **Snow Pile located at Southwest Corner of Merrill Highway Department Yard** – The area of concern is being addressed and a plan to alleviate the issue in the future was discussed.
7. **Recognize Dave Pankow for 25 years of Service** – The Committee thanked Dave for his 25 years of service to the County.
8. **Financial Report** – Briefly discussed and place report on file.
9. **2019 and 2020 Budget Modifications** – Marheine reviewed reports, M/S Heller/Bialecki to approve/sign the 2019 and 2020 budget modifications as presented. All ayes. Motion carried on a voice vote.
10. **Approve/Sign Commissioner’s Timesheets and Travel and Expenses** – M/S Koth/Hafeman to approve/sign Commissioner’s Timesheets and Travel and Expenses. All ayes. Motion carried on a voice vote.
11. **Highway Department Strategic Plan** – Hanz reviewed the strategic plan.
12. **Ordinance – Annual Vehicle Registration Fee** – M/S Bialecki/Heller to send the Annual Vehicle Registration Fee Resolution to the County Board for consideration. All ayes. Motion carried on a voice vote.
13. **Review and Award Request for Proposal for Uniforms** – M/S Hafeman/Heller to award the bid to the lowest uniform bidder, Cintas. All ayes. Motion carried on a voice vote.
14. **Review and Award Request for Proposal for TRI/QUAD Axle Truck Chassis with Loader (Jammer) Equipment** – M/S Koth/Hafeman to award the bid to the lowest bidder, Truck Equipment. All ayes. Motion carried on a voice vote.
15. **Approve Summer Help Wages** – M/S Bialecki/Koth to increase the base pay to \$14/hour with \$.50 increases for annual returning limited term employees. All ayes. Motion carried on a voice vote.
16. **Report by Superintendents:**
  - a. **Monthly Progress Report** – Lemmer discussed filling pot holes as able, preparing for spring projects. Schmeltzer explained a lot of mastic is being utilized on the State Highways. They have been talking to the state about upcoming repair projects. Pankow reported that the taring equipment preventive maintenance are complete and the equipment in the accident is being repaired. Two new quads should be ready to use by mid-summer.
17. **Commissioner’s Report on Highway Operations:**
  - a. **Update on Winter Maintenance** – Looks good for the first two months.
  - b. **Update on Employees** – One employee is in the process to being hired and will report to the Tomahawk shop.
  - c. **Discuss Future Request for Proposals** – Sealcoating – rock and oil; asphalt; dense grade base; and pulverizing
  - d. **Upcoming Construction** – State Highway Performance Based Maintenance (PBM) projects are being discussed for 2020, STH B road construction and the Multimodal State Funding was awarded for the CTH Q project to be completed in 2020.
18. **Adjourn** M/S Heller/Hafeman to adjourn at 4:28 p.m. All ayes. Motion carried on a voice vote.

Respectfully written and submitted by: John Hanz and Heather Marheine