

**Lincoln County Highway Committee**  
**Minutes from Thursday, December 7, 2023 (4:30 PM – 5:11 PM)**  
**Service Center, 801 N. Sales Street – Room 255**

**Members Present (in person):** Gene Simon, Ken Wickham, Bill Bialecki, Randy Detert and Jesse Boyd  
**Visitors (in person):** John Hanz (Highway Commissioner), Todd Bishop, Brett Rozek and Heather Marheine

1. **Call Meeting to Order** – Meeting called to order at 4:30 p.m.
2. **Public Comment** – None
3. **Approve Minutes of Previous Meeting(s)** - M/S Wickham/Bialecki to approve the November 2, 2023 minutes as presented. All ayes. Motion carried on a voice vote.
4. **Set Future Meetings**  
Thursday, January 4, 2024 at 4:30 p.m. Rm 255/257/260, Service Center, Merrill  
Thursday, February 1, 2024 at 4:30 p.m. Rm 255/257/260, Service Center, Merrill
5. **Claims** – Gravel issue resolved, Illegal signs within the road right of ways have been removed by the Highway Workers.
6. **Claims received by Highway Department – General Services** – Nothing new to report.
7. **Financial Report** – Discussed current and projected ending budget
8. **Approve and Sign Commissioner’s timesheets and Travel Expenses** – M/S Wickham/Detert to approve and sign the timesheets as presented. All Ayes. Motion carried on a voice vote.
9. **Approve Per Diem & Registration for Winter Road School** – Committee discussed attendees. M/S Wickham/Simon to approve attendance and per diem. All ayes. Motion carried on a voice vote.
10. **Safety Training** – Discussed ideas and new items to implement. Rozek passed out a highway safety training outline, he and Hanz clarified his safety roll as the Crew Foreman.
11. **Highway Employees**
  - a. **Openings and New Hires** – The department is down 5 workers. There have been no new applications since October.
12. **Commissioner’s Report on Highway Operations and Superintendents Monthly Progress Report** – Bishop reported they are working to place Mastic STH/USH and other roads that are wearing. Hanz stated he is helping Towns apply for the LRIP programs and finalizing the 2024 budget.
13. **Items for Next Meeting Agenda** – Illegal signs, safety training with Administrative Coordinator & Emergency Management, (permanent agenda item) list of current and future projects.
14. **Adjourn** – Simon to adjourn at 5:11 p.m.

Respectfully written and submitted by: John Hanz and Heather Marheine