

November 30, 2015 Highway Committee Meeting

Chairman Flease called the meeting of the Waupaca County Highway Committee to order at 9 a.m. at the Waupaca County Highway Office. Open meeting statement was noted.

Members present –Chairman Flease, Supervisors Jonely, Aasen, McClone and Much.

Also present – Lance Penney, Field Operations Manager/Deputy Highway Commissioner, Dean Steingraber, Highway Commissioner and Jill Lodewegen, Highway Office Specialist

MOTION Jonely/Aasen to approve the minutes of the November 13, 2015 regular Committee Meeting. Carried without a negative vote.

MOTION Aasen/Much to approve the November 30, 2015 amended meeting agenda of the Highway Committee with the addition of advertising for an Equipment Operator under item 16. Carried without a negative vote.

The Committee members reviewed one (1) bill batch dated November 18, 2015. **MOTION Jonely/McClone to approve the bill batch as presented. Carried without a negative vote.**

Mr. Steingraber distributed the Commissioner's Report which included:

- Calendar dates that involve the Committee
- Department projects
- Financial reports

Mr. Steingraber requested the committee approval to go into agreement with the Barrington Family assuming responsibility to reclaim the Collier Pit in the Town of Lebanon, transferring it from Doug Casey. **MOTION Jonely/Much to him to go into agreement with the Barrington Family assuming responsibility to reclaim the Collier Pit in the Town of Lebanon, transferring it from Doug Casey. Carried without a negative vote.**

Mr. Steingraber requested the committee approval to advertise for an Equipment Operator. **MOTION McClone/Much to advertise for an Equipment Operator. Carried without a negative vote.**

Mr. Steingraber asked the committee to accept his resignation as Highway Commissioner effective December 18, 2015. **MOTION Much/Jonely to accept his resignation as Highway Commissioner effective December 18, 2015. Carried without a negative vote.**

Mr. Steingraber requested approval for the Highway Commissioner job description. **MOTION McClone/Much to approve the job description of the Highway Commissioner. Carried without a negative vote.**

Mr. Steingraber requested approval for advertise for the Highway Commissioner position. **MOTION Jonely/Aasen to advertise for the Highway Commissioner position for 6 weeks with the deadline being mid January. Carried without a negative vote.**

Mr. Steingraber requested approval for the Shop/Parts Receiving Specialist job description and approval to advertise internally for that position. **MOTION Aasen/Jonely to approve the job description of the Shop/Parts Receiving Specialist and approval to advertise internally for that position. Carried without a negative vote.**

Mr. Steingraber requested the creation of a trainer position that would be responsible for going thru the certification process with all new and promoted positions, be involved in the safety and training committee, training day agenda items, and equipment management committee. This position would be an added responsibility to a current Equipment Operator. This position would be for a 3 month trial period and the staff member would go up one grade level and whatever gave them a 3% increase. **MOTION Aasen/Jonely to create a trainer position with above noted stipulations. Carried without a negative vote.**

Motion McClone/Jonely TO GO INTO CLOSED SESSION – Pursuant to WI State Statutes 19.85 (1) (c) for the purpose of discussion of Interim Highway Commissioner appointment and compensation .

Roll Call Vote: Chairman Flease, aye; Supervisors Jonely, aye; Aasen, aye; Much, aye; and McClone, aye.

MOTION Jonely/Much to return to Open Session: Roll Call Vote: Chairman Flease, aye; Supervisors Jonely, aye; Aasen, aye; Much, aye; and McClone, aye. Unanimous decision.

OPEN SESSION: ACTION while in Closed Session **Aasen/Jonely** moved to have Lance Penney be the Interim Highway Commissioner. **Carried without a negative vote.** ACTION while in Closed Session **Much/McClone** moved to compensate Mr. Penney at a wage class 18 step 9 until a new highway commissioner has been hired. Then to move him to a wage class 16 step 10. **Carried without a negative vote.**

MOTION Aasen/Jonely to adjourn at 11:25 a.m.

Jill Lodewegen, Highway Office Specialist