

**JEFFERSON COUNTY HIGHWAY COMMITTEE  
MEETING MINUTES**

**Tuesday, September 7, 2010**

The Jefferson County Highway Committee met on Tuesday, September 7, 2010, at 8:00 A.M. for a meeting at the Highway Office.

**ROLL OF THE HIGHWAY COMMITTEE:**

Members present: Ron Buchanan; George Jaeckel; Craig Peterson; Glen Borland

Members absent: Blane Poulson

Also Present: William Kern, Highway Commissioner  
John Molinaro, County Board Chairman  
Jan Rouou, County Board Supervisor  
Ann Jenswold, Highway Department  
Bill Buglass, Payne & Dolan  
Brian Glasspoole, Glasspoole Masonry  
Tom Boguszewski, AECOM

Purpose of the meeting was to review and approve vouchers and other highway business.

**HIGHWAY COMMITTEE MINUTES:** The minutes from the August 3, 2010 meeting, having been distributed in advance, it was moved by Mr. Jaeckel and seconded by Mr. Borland to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Borland, Jaeckel, Peterson

NOES: None

ABSENT: Poulson

ABSTAIN: None

**CORRESPONDENCE:**

- NONE

Newsletters:

- NONE

News Releases/Notices:

- NONE

**PUBLIC COMMENT:**

- Tom Boguszewski, AECOM, spoke on the services his company provides related to environmental, facility, and speed zone issues.

**HIGHWAY COMMISSIONER'S REPORT:**

- **Project Work**

- **General Maintenance**

Crews are patching and repairing various pavements

Staff and consultants recently completed mandatory county bridge inspections

All sealcoat and crack seal work for county, cities, and towns are complete

- **Project/Construction Work**

CTH "F" Project (CTH "CF" – Village of Sullivan): Paving is nearing completion, shoulder work and striping will be completed in September.

CTH "P" Project (CTH "F" – US 18): Construction, pulverize, and pave project. Project delayed because of utility relocates. Construction project work will begin September 7, storm sewer and curbing should be completed by the end of September.

Village of Sullivan: Street work including storm sewer, curb and gutter, and paving. Project work is nearly complete, all paving work is done.

CTH "SC" Project (STH 16 – CTH "CW"): Design is about 50% complete.

- **Office/Shop**

**OLD BUSINESS**

- NONE

**NEW BUSINESS**

**9a. Discontinue 450' section of "old" CTH "G" near US 12**

Commissioner Kern discussed the southerly 450 feet of CTH "G" right of way north of US 12, which is generating a title problem for the owners. The discussion focused on whether the County Board needed to take any action to discontinue the "old" section of highway.

It was moved by Mr. Jaeckel and seconded by Mr. Borland to table this agenda item until further information can be obtained.

Carried by the following roll call:

AYES: Buchanan, Jaeckel, Peterson, Borland

NOES: None

ABSENT: Poulson

ABSTAIN: None

**9b. Discuss policy on highway right-of-way (ROW) encroachment**

Commissioner Kern reviewed the current right-of-way policy with the Committee, noting that the department minimizes encroachments currently by routine maintenance. The Department addresses safety issues and hazards as the top priority. In the future, decisions may need to be made regarding the survey and sell back of land to adjacent landowners not needed for highway purposes, the survey and land rental to adjacent farmers for crops, the use of the land for other miscellaneous highway uses, or the placement of ROW markers at locations and delivery of written notice to landowners to not encroach into the county property (property needed for sight distance and drainage). With regards to last month's correspondence from Paul and Donna Crossman on CTH "A", the farming of county property, the following was discussed: There are no ROW markers in the field to mark new property lines; there is no immediate hazard regarding crops, but the farmer has been contacted regarding encroachment into the Highway ROW property.

It was moved by Mr. Buchanan and seconded by Mr. Borland to pursue the current right-of-way policy and notify the adjacent neighbors as to what is being done.

Carried by the following roll call:

AYES: Buchanan, Jaeckel, Peterson, Borland

NOES: None

ABSENT: Poulson

ABSTAIN: None

**9c. Consider changes in speed zones on CTH "W" and CTH "J" near the City of Jefferson**

Commissioner Kern recommended setting a speed of 45 mph on CTH "J" from the centerline of STH 89 for a distance of .4 miles east, and a speed of 35 mph on CTH "J" from a distance of .4 miles east of STH 89, for .5 miles east to Collins Road. He also recommended setting a speed of 45 mph on CTH "W" from the centerline of the "new highway" for a distance of .5 miles north, and a speed of 35 mph on CTH "W" from a distance of .5 miles north of "new highway", for a distance of .7 miles north to Collins Road. Committee member, George Jaeckel, addressed concerns in comparison to CTH "N" and STH 106. There was discussion regarding sections of both highways that were within City of Jefferson corporate limits. No Motion.

**9d. Discuss highway facility studies, facility conditions, and future timeline for facility planning and improvements**

Commissioner Kern discussed the 2011 budgeted \$250,000.00 for facility design work. There was further discussion on the improvement of current facility vs. the purchase of new land elsewhere. The discussion of environmental obligations was reviewed.

It was moved by Mr. Borland and seconded by Mr. Jaeckel to start the process of environmental studies I and II to see how ground contaminates sit before the next step of the timeline is pursued.

Carried by the following roll call:

AYES: Buchanan, Jaeckel, Peterson, Borland

NOES: None

ABSENT: Poulson

ABSTAIN: None

**9e. Review monthly financial account summary**

Commissioner Kern reviewed the financial account summary with the Committee and answered any questions. No Motion.

**10. Highway Operations Report**

The Commissioner reviewed the past month's operations with the Committee and answered any questions that they had. No Motion.

**REVIEW & APPROVE VOUCHERS:** The vouchers held the following totals resulting:

BILLS:	08/11/10	\$ 135,554.72
BILLS:	08/18/10	86,377.60
BILLS:	09/02/10	666,541.06
BILLS:	09/07/10	429.82
COMMITTEE:	JULY	<u>396.50</u>
TOTALS:		\$ 889,299.70

It was moved by Mr. Jaeckel and seconded by Mr. Peterson that the bills are allowed as reviewed.

Carried by the following roll call:

- AYES: Buchanan, Jaeckel, Peterson, Borland
- NOES: None
- ABSENT: Poulson
- ABSTAIN: None

The next Highway Committee meeting will be Tuesday, October 5, 2010, starting at 8:00 A.M. at the Jefferson County Highway Department.

Motion by Mr. Jaeckel and seconded by Mr. Borland to adjourn at 9:04 a.m.

Carried by the following roll call:

- AYES: Buchanan, Jaeckel, Peterson, Borland
- NOES: None
- ABSENT: Poulson
- ABSTAIN: None

Approval: \_\_\_\_\_  
Craig Peterson, Secretary