

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, October 5, 2010

The Jefferson County Highway Committee met on Tuesday, October 5, 2010, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

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

Members absent: None

Also Present: William Kern, Highway Commissioner
Gary Petre, County Administrator
John Molinaro, County Board Chairman
Ann Jenswold, Highway Department
Bill Buglass, Payne & Dolan

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

HIGHWAY COMMITTEE MINUTES: The minutes from the September 7, 2010 meeting, having been distributed in advance, it was moved by Mr. Borland and seconded by Mr. Peterson to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Borland, Jaeckel, Peterson, Poulson

NOES: None

ABSENT: None

ABSTAIN: None

CORRESPONDENCE:

- Letter regarding Fall Southwest Region meeting on 11-5-2010 in Spring Green, WI

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Project Work**

County crews completed other minor paving and patching projects for various towns

County crews will be working this fall on culvert replacements and culvert lining on various WisDOT highways

- **General Maintenance**

Crews are patching and repairing various pavements

Routine work including final mowing cuts on county highways

Shop mechanics are setting up additional trucks with pre-wet tanks for winter maintenance

Shop mechanics are installing AVL equipment and sensors on some trucks for winter maintenance operations

- **Project/Construction Work**

CTH "F" Project (CTH "CP" – Village of Sullivan): Paving and roadway pavement marking is complete. Some minor shouldering work needs to be completed on the south end of project.

CTH "P" Project (CTH "F" – US 18): Construction, pulverize, and pave project. Contractor is working on the storm sewer work; County is working on rehabilitation work. County crews will be working through the month of October to complete the work from CTH "F" to Froelich Road.

Village of Sullivan: Street work including storm sewer, curb and gutter, and paving. Project work is in progress. Project is substantially complete.

CTH "SC" Project (STH 16 – CTH "CW"): Design is about 70% complete.

- **Office/Shop**

OLD BUSINESS

- NONE

NEW BUSINESS

9a. Discuss Road Aid and Bridge Aid for 2011 budget

Commissioner Kern discussed the changes to the Road Aid and Bridge Aid programs. He discussed how the programs were previously handled, versus the current cut off date of July 1. The work is completed and invoiced for the actual budgeted amounts. \$79,828 petitioned for Road Aid, and \$25,792.84 for Bridge Aid.

It was moved by Mr. Buchanan and seconded by Mr. Borland to adopt the new amounts for Road Aid and Bridge Aid for the budget, as presented.

Carried by the following roll call:

AYES: Buchanan, Jaeckel, Peterson, Borland, Poulson

NOES: None

ABSENT: None

ABSTAIN: None

9b. Discuss 2011 Highway Department budget

Commissioner Kern discussed the roadway construction and maintenance budgeted amounts. The 2011 budget is currently showing an increase of 2.3% over the 2010 budget. He discussed the fact that with the increased costs of the 2011 construction projects, there will be fewer miles of paving in 2011 with this current budgeted amount. The funding for winter and summer maintenance will stay approximately the same as 2010. The Commissioner discussed the budgeted \$250,000 for facility design, which includes the main facility, as well as outlying areas. He discussed with the Committee the one million dollars of funding for additional lane miles of paving that has been discussed by the Finance Committee.

It was moved by Mr. Buchanan and seconded by Mr. Poulson to support the funding for the additional mileage and the funding for the facility design project for the 2011 budget.

Carried by the following roll call:

AYES: Buchanan, Jaeckel, Peterson, Borland, Poulson

NOES: None

ABSENT: None

ABSTAIN: None

9c. Discuss Highway Department facility planning/design and review the schedule for future meetings

The Committee discussed the environmental issues that may need to be addressed at the main facility. The current budget would handle Phase I and possibly Phase II of the environmental issues, according to Commissioner Kern. The \$250,000 would begin the facility design, but would not complete it. The County would be looking to bond in 2012 for a new facility, based on current County debt. The Infrastructure Committee will be touring the Highway Department facility within the next couple of weeks. The next Highway Committee meeting should be joined with Infrastructure to discuss future plans after the adoption of the County Budget on November 9, 2010. No Motion

9d. 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:	09/16/10	\$ 186,809.35
BILLS:	10/04/10	342,188.08
BILLS:	10/05/10	601.73
COMMITTEE:	AUGUST	<u>259.50</u>
TOTALS:		\$ 529,858.66

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

Carried by the following roll call:

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

The next Highway Committee meeting will be Wednesday, November 17, 2010, starting at 8:00 A.M. at the Jefferson County Highway Department.

Motion by Mr. Poulson and seconded by Mr. Peterson to adjourn at 9:10 a.m.

Carried by the following roll call:

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

Approval: _____

 Craig Peterson, Secretary