

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Wednesday, January 19, 2011

The Jefferson County Highway Committee met on Wednesday, January 19, 2011, at 8:55 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

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

Members absent: Glen Borland

Also Present: William Kern, Highway Commissioner
Gary Petre, County Administrator
John Molinaro, County Board Chairperson
Carl Zentner, County Board Supervisor
Brian Udovich, Highway Department
Ann Jenswold, Highway Department

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

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

Carried by the following roll call:

AYES: Buchanan, Jaeckel, Poulson; Peterson

NOES: None

ABSENT: Borland

ABSTAIN: None

CORRESPONDENCE:

- Memorandum from WisDOT regarding Interstate ramps
- City of Jefferson, Mike Kelly – regarding rebuilding the lift station on Woolcock & Elizabeth Street.

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Project/Construction Work**

Major projects have been completed.

- **General Maintenance**

Surface Patching – Crews are patching and repairing various pavements

Crews are completing guardrail repairs at various locations

Crews are completing general bridge maintenance work

- **Winter Maintenance**

Crews called out for numerous snow events from early December thru mid January

Supervisors completed training on new Maintenance Decision Support System (MDSS) that will be utilized for winter maintenance operations beginning this winter

- **Office/Shop**

Preparation work is being completed and equipment installed for winter operations, primary plow trucks will have pre-wet tanks installed for winter.

Office staff is closing out 2010, completing final inventories, and will begin to compile 2010 financial report.

OLD BUSINESS

- NONE

NEW BUSINESS

9a. Review preliminary end of year financial data

9b. Review monthly financial account summary

Commissioner Kern combined the discussion on 9a and 9b, stating that not all of the 2010 information has been added to the reports as of yet. However; the reports are currently showing \$23,064.61 in the black for winter maintenance. He commented on the fact that snow on weekends and nights is more costly compared to snow during the regular work day. The cost of salt is still up from a couple of years ago. Mr. Kern remarked that our trucks are headed to Waukesha County today to transport salt from that County to ours, since our salt inventories are low. He stated that salt delivery is based on storage facilities, and Jefferson County doesn't have the capacity for extra deliveries. The final closing of the books will take place in February, with the inventories being closed within the next few weeks. 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: | 12/09/10 | \$ | 20,328.82 |
| BILLS: | 12/20/10 | | 51,838.90 |
| BILLS: | 01/06/11 | | 63,413.11 |
| BILLS: | 01/06/11 | | 369.87 |
| BILLS: | 01/11/11 | | 17,276.50 |
| BILLS: | 01/19/11 | | 30,768.88 |
| BILLS: | 01/19/11 | | 115,050.85 |
| COMMITTEE: | NOVEMBER | | 318.50 |
| COMMITTEE: | DECEMBER | | 386.50 |
| TOTALS: | | \$ | <u>399,751.93</u> |

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, Poulson, Peterson
- NOES: None
- ABSENT: Borland
- ABSTAIN: None

The next Highway Committee meeting will be Monday, February 7, 2011 at the Jefferson County Highway Department.

Motion by Mr. Poulson and seconded by Mr. Jaeckel to adjourn at 9:40 a.m.

Carried by the following roll call:

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

Approval: _____

 Craig Peterson, Secretary