

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Thursday, June 2, 2011

The Jefferson County Highway Committee met on Thursday, June 2, 2011, at 10:40 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
Ann Jenswold, Highway Department
Erik Coonen, 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 May 3, 2011 Highway meeting, having been distributed in advance, it was moved by Mr. Peterson and seconded by Mr. Poulson to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Peterson

NOES: None

ABSENT: Borland

ABSTAIN: None

CORRESPONDENCE:

- NONE

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Project/Construction Work**

CTH "H" (STH 59 – CTH Z)

Pavement was pulverized and re-graded. Asphalt binder mat is all complete, asphalt surface mat and pavement marking will be completed in July or August.

CTH "P" (Rome – US 18)

Pavement was pulverized and stabilization was completed on the north end of the project. Asphalt binder mat will be completed by early June. Crews are finishing landscaping work on lawns in Rome section.

CTH "B" (Dane County – Rock Lake)

Project pavement work will begin in late June/July

- **General Maintenance**

Crews are completing crack seal work on various county highways

Crews are repairing and "pulling up" shoulder gravel throughout the county

Surface Patching – Crews are patching and repairing various pavements

Crews are completing guardrail repairs at various locations

Crews are completing culvert liners and culvert replacements on various state highways

- **Winter Maintenance**

- **Office/Shop**

All new trucks and truck equipment were delivered and shop staff is beginning to assemble the new trucks

Office staff has completed the 2010 financial report

OLD BUSINESS

- NONE

NEW BUSINESS

9a. Review 2010 annual financial report

Highway Commissioner Kern passed out the 2010 Annual Financial Report for the Highway Department. The County Board will receive their copy of the report next month. The Committee will review the report and bring back any questions at the next Highway Committee meeting. No Motion.

9b. Review monthly financial account summary

The Highway Commissioner reviewed the current financial status of the Highway Department and answered questions from the Committee. The Commissioner commented on maintenance figures looking better than a few months ago. There was a brief discussion on summer mowing, noting that there will be one full cut and then a second cut for safety. No Motion

10. Highway Operations Report

The Commissioner reviewed the operations with the Committee regarding current operations and the preparations for the 2011 construction projects. He answered any questions the Committee had. No Motion.

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

BILLS:	05/11/11	\$	59,127.58
BILLS:	05/19/11	\$	204,278.80
BILLS:	06/02/11		98,597.81
COMMITTEE:	APRIL	\$	<u>387.63</u>
TOTALS:		\$	362,391.82

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

Carried by the following roll call:

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

The next Highway Committee meeting will be Thursday, June 30, 2011, immediately following the joint meeting with the Infrastructure Committee, at the Jefferson County Highway Department.

Motion by Mr. Poulson and seconded by Mr. Jaeckel to adjourn at 11:01 a.m.

Carried by the following roll call:

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

Approval: _____

 Craig Peterson, Secretary