

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Wednesday, August 3, 2011

The Jefferson County Highway Committee met on Wednesday, August 3, 2011, at 10:48 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

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

Members absent: Blane Poulson

Also Present: William Kern, Highway Commissioner
Ann Jenswold, Highway Department
Erik Coonen, Highway Department
Brian Udovich, Highway Department

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

HIGHWAY COMMITTEE MINUTES: The minutes from the June 30, 2011 Highway meeting, having been distributed in advance, it was moved by Mr. Jaeckel and seconded by Mr. Peterson to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Borland, Jaeckel, Peterson

NOES: None

ABSENT: Poulson

ABSTAIN: None

CORRESPONDENCE:

- Letter from Bob Boyer regarding staffing at Jefferson County Fair Booth

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Project/Construction Work**

CTH "E" (Watertown – CTH P)

Project work will begin August 1; pavement will be pulverized and re-graded thru mid August.

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 August or September.

CTH "P" (Rome – US 18)

Pavement was pulverized and stabilization was completed on the north end of the project. Asphalt binder mat is complete. Asphalt surface and pavement marking will be completed in August/September.

CTH "B" (Dane County – Rock Lake)

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

CTH "SC" (STH 16 – Dodge County)

Right of Way purchasing is in progress

- **General Maintenance**

Crews are beginning first cut for mowing operations throughout the county

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

Crews are finishing the remaining seal coat work on county/city/town highways

- **Winter Maintenance**

- **Office/Shop**

OLD BUSINESS

8a. Discuss highway facility and site study

Commissioner Kern and the Committee had discussion regarding the state funding of the salt shed if Site A is chosen. Commissioner Kern feels that the funding will be unlikely if Site A is chosen. He stated that the Committee and County Board need to realize time is of the essence and a great opportunity is available for funding this project. No Motion.

NEW BUSINESS

9a. Review 2012 bridge aid petitions

Highway Commissioner Kern discussed the percentage of funding the County participates in for bridge aid petitions per state statute. The County pays 60%, whereas the Towns pay 40%. Recent changes in the County policy now require the Towns to complete their projects before the County reimburses them. 2012 is budgeted for \$39,888.01 in reimbursements.

It was moved by Mr. Peterson and seconded by Mr. Borland to approve the bridge aids as brought forward and to include them in the 2012 budget.

Carried by the following roll call:

AYES: Buchanan, Borland, Peterson

NOES: None

ABSENT: Poulson

ABSTAIN: Jaeckel

9b. Discuss county surveyor position for 2012

The Highway Commissioner discussed with the Committee the retirement of the current County Surveyor. The County is reviewing how this position will be filled in the future. Commissioner Kern and Operations Manager, Brian Udovich would like to utilize this individual for Highway Department needs in the future. As the position is reviewed in the future, the Committee will be kept up to date and posted as to how this position is designed and the ability to accommodate Highway's needs. No Motion

9c. Review monthly financial account summary

The Highway Commissioner reviewed the current financial status of the Highway Department and answered questions from the Committee. No Motion

10. Highway Operations Report

The Commissioner reviewed the operations with the Committee regarding current operations and the construction projects. He noted that the finish mat on CTH "B" is complete, and the shouldering and striping work is yet to be completed. He noted that the paving on CTH "H" and CTH "P" will be next. CTH "E" pulverizing will take place next week and continuing through the fall. CTH "SC" is currently in the right-of-way purchasing phase. The hope is to start on a small portion of the "SC" project yet this year. No Motion.

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

BILLS:	07/13/11	\$	416,890.48
BILLS:	07/20/11	\$	178,733.74
BILLS:	07/28/11		237,508.78
BILLS:	08/03/11		101,277.26
BILLS:	08/03/11		3992.06
COMMITTEE:	JUNE	\$	<u>641.80</u>
TOTALS:		\$	939,044.12

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

Carried by the following roll call:

AYES: Buchanan, Borland, Jaeckel, Peterson

NOES: None

ABSENT: Poulson

ABSTAIN: None

The next Highway Committee meeting will be Tuesday, September 6, 2011, immediately following the joint meeting with the Infrastructure Committee, at the Jefferson County Highway Department.

Motion by Mr. Jaeckel and seconded by Mr. Peterson to adjourn at 12:03 p.m.

Carried by the following roll call:

AYES: Buchanan, Borland, Jaeckel, Peterson

NOES: None

ABSENT: Poulson

ABSTAIN: None

Approval:

Craig Peterson, Secretary