

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, November 1, 2011

The Jefferson County Highway Committee met on Tuesday, November 1, 2011, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

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

Members absent: None

Also Present: William Kern, Highway Commissioner
Ann Jenswold, Highway Department
Brian Udovich, Highway Department
Erik Coonen, Highway Department
Carl Zentner, County Board Supervisor
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 October 4, 2011 Highway meeting, having been distributed in advance, it was moved by Mr. Poulson and seconded by Mr. Peterson to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Peterson

NOES: None

ABSENT: None

ABSTAIN: None

CORRESPONDENCE:

- NONE

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Project/Construction Work**

CTH "E" (Watertown – CTH P)

Project is nearly complete, some minor finish work and pavement marking left

CTH "H" (STH 59 – CTH Z)

Project is complete

CTH "P" (Rome – US 18)

Project is complete

CTH "B" (Dane County – Rock Lake)

Project is complete

CTH "SC" (STH 16 – Dodge County)

Construction work has started between the east and west sections of Gopher Hill Road, crews will work on CTH "SC" thru November.

- **General Maintenance**

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

Crews are completing guardrail/bridge repairs at various locations

Staff is beginning preparations for winter; all state and county early-fill salt orders are in progress

- **Winter Maintenance**

- **Office/Shop**

OLD BUSINESS

8a. Discuss Highway Department 2012 Budget

Commissioner Kern and the Committee discussed the 2012 Highway Department budget, and amendments that came in regarding the department. No Motion.

It was moved by Mr. Jaeckel and seconded by Mr. Peterson to recess at 8:31 a.m. to attend the Finance Meeting at the Court House.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Peterson

NOES: None

ABSENT: None

ABSTAIN: None

The Committee reconvened its meeting at the Highway Department at 11:01 a.m.

NEW BUSINESS

9a. Discuss county weapon policy

Highway Commissioner Kern and the Committee had discussion on the County Board ruling regarding posting of all doors and departments for weapons posting and the cost involved.

It was moved by Mr. Borland and seconded by Mr. Poulson to exempt the County Highway facilities from posting the weapon policy, and forward the recommendation to the Infrastructure Committee.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Peterson

NOES: None

ABSENT: None

ABSTAIN: None

9b. Discuss relocation of CTH "B" at Rock Lake

Commissioner Kern and the Committee discussed a letter from landowners that had been received at the October meeting. There was no interest by the Committee to move forward on this issue. The Commissioner will send a response to the landowners. No Motion

9c. Review and approve GASB 34 policy

The Highway Commissioner discussed the GASB 34 policy and how it works with the Committee.

It was moved by Mr. Poulson and seconded by Mr. Peterson to approve the GASB 34 policy set forth by the Highway Department.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Peterson

NOES: None

ABSENT: None

ABSTAIN: None

9d. Discuss equipment fund and equipment purchases

The Highway Commissioner updated the Committee on the six trucks coming to bid. The trucks will have dual wings and box inserts. There will be more information to come in the next month. No Motion.

9e. 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 CTH “SC” construction project. No Motion.

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

BILLS:	10/13/11	\$	46,347.85
BILLS:	10/26/11	\$	71,272.17
BILLS:	11/01/11		54,024.06
COMMITTEE:	SEPTEMBER		<u>337.72</u>
TOTALS:		\$	171,981.80

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

Carried by the following roll call:

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

The next Highway Committee meeting will be Tuesday, December 6, 2011, at the Jefferson County Highway Department.

Motion by Mr. Peterson and seconded by Mr. Jaeckel to adjourn at 11:36 a.m.

Carried by the following roll call:

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

Approval: _____

Craig Peterson, Secretary