

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Wednesday, April 10, 2013

The Jefferson County Highway Committee met on Wednesday, April 10, 2013, at 12:05 P.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Ron Buchanan; Blane Poulson; Glen Borland; George Jaeckel; Al Counsell

Members absent: None

Also Present: William Kern, Highway Commissioner
Ann Jenswold, Highway Department
Carlton Zentner, County Board Supervisor
Brian Udovich, Highway Department
Erik Coonen, Highway Department
Greg Winter, Highway Department
Timm Punzel, Highway Department

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

HIGHWAY COMMITTEE MINUTES: The minutes from the March 5, 2013 Highway meeting, having been distributed in advance, it was moved by Mr. Poulson and seconded by Mr. Jaeckel to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Poulson, Counsell, Borland, Jaeckel

NOES: None

ABSENT: None

ABSTAIN: None

CORRESPONDENCE:

- NONE

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Project/Construction Work**

Plan is to begin paving and project work in the next few weeks.

CTH C (Hoopen Road – US 12)

CTH E (CTH P – CTH F)

CTH N (CTH B – CTH E) – Phase I

- **General Maintenance**

Crews will begin spring crack sealing work in the next week

Crews are completing various signing repair work

Crews are completing guardrail/bridge repairs at various locations

Crews are working on brushing work on county and state highways

- **Winter Maintenance**

State salt order with WisDOT for next winter was completed

- **Office/Shop**

Shop employees are working on final tri-axle plow truck set-up

Staff has closed the books for 2012, and now is working on end of year reports

OLD BUSINESS

- NONE

NEW BUSINESS

9a. Review 2013 asphalt product bids

Commissioner Kern reviewed with the Committee the bituminous asphalt product bids that were received from Henry G. Meigs, Inc., Flint Hill Resources, and Pearson Bros., Inc.

It was moved by Mr. Jaeckel and seconded by Mr. Poulson to accept all bids received and to waive the proposals pre-qualifying requirements and to utilize Flint Hill Resources first.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

Commissioner Kern reviewed with the Committee the pre-mixed asphaltic concrete (E-1) product bids that were received from Wolf Paving, Rock Road Co., Inc., and Payne & Dolan Inc.

It was moved by Mr. Poulson and seconded by Mr. Jaeckel to accept all bids received for the 2013 construction season.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

It was moved by Mr. Poulson and seconded by Mr. Counsell to accept the bid received from Wolf Paving for the Village of Johnson Creek – MSIPTL Project #12880-Hartwig Blvd and Village Walk Lane.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

It was moved by Mr. Poulson and seconded by Mr. Counsell to accept the bid received from Wolf Paving for the Town of Aztalan TRIP Project #12411-Mansfield Road.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

9b. Review County Highway Improvement Program (CHIP, CHIP-D) bids for CTH C and CTH N

It was moved by Mr. Jaeckel and seconded by Mr. Poulson to award and accept the bid received from Payne & Dolan, Inc. for both the CTH “C” CHIP Project #11493-Hoppen Road to USH 12, and CTH “N” CHIPD project #12774-CTH “B” to CTH “A”.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

9c. Review 2013 asphalt milling and pulverizing bids

Commissioner Kern reviewed with the Committee the full depth pulverizing and milling bids that were received from Payne & Dolan Inc., WK Construction, and The Kraemer Company.

It was moved by Mr. Jaeckel and seconded by Mr. Poulson to accept all bids received for the 2013 construction season, and work with the lowest bid firm per project.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

9d. Review proposals for design work on CTH A (Crossman Road-City of Lake Mills)

Commissioner Kern reviewed and discussed the design proposals that were received in regards to the CTH "A" project. Proposals were received from MSA, Ruekert Mielke, Ayres Associates, exp, and Short Elliott Hendrickson. The Highway management staff felt that MSA was the best choice for this project.

It was moved by Mr. Poulson and seconded by Mr. Jaeckel to approve the design proposal received from MSA for \$15,695.65, noting that additional services or fees may be necessary as the project moves forward.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

9e. Approve purchase of 2013 Ford Explorer from State of Wisconsin bid

Commissioner Kern discussed the purchase of a 2013 Ford Explorer 4WD 4 door XLT K8D to replace an existing one in the fleet. He stated that the current Explorer would be sold at auction instead of traded in.

It was moved by Mr. Borland and seconded by Mr. Poulson to accept the purchase the 2013 Ford Explorer from the State of Wisconsin bid for \$28,344.00, and auction the current Explorer in the fleet.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

9f. Discuss highway facility proposals for Jefferson, Lake Mills, and Concord

The Highway Committee had discussion with the Highway Commissioner regarding the current proposals and the earlier joint meeting with the Infrastructure Committee. No Motion.

9g. Review monthly financial account summary

The Highway Commissioner discussed the financial account summary with the Committee, highlighting the winter maintenance fund, and answered questions. No Motion

10. Highway Operations Report

The Commissioner reviewed the operations with the Committee regarding current operations. He talked about upcoming work on CTH "P" and CTH "E", once the weather cooperates and the crews can get out there to work. Testing of asphalt used on CTH "E" was also discussed, results should be coming soon. No Motion.

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

BILLS:	03/07/13	\$ 61,750.51
BILLS:	04/01/13	\$ 125,889.20
BILLS:	04/10/13	\$ 53,991.25
BILLS:	04/10/13	\$ 19,085.61
COMMITTEE:	FEBRUARY	\$ 275.37
TOTALS:		\$ 260,991.94

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

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

The next Highway Committee meeting will be Wednesday, May 1, 2013 at the Jefferson County Highway Department, immediately following the 8:30 a.m. joint meeting with the Infrastructure Committee at the Jefferson County Courthouse, Room 202.

Motion by Mr. Jaeckel and seconded by Mr. Borland to adjourn at 1:15 p.m.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

Approval: _____

Al Counsell, Secretary