

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, October 7, 2014

The Jefferson County Highway Committee met on Tuesday, October 7, 2014, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Ron Buchanan; George Jaeckel; Al Counsell; Walt Christensen; Carlton Zentner

Members absent: None

Also Present: William Kern, Highway Commissioner
Ben Wehmeier, County Administrator
Ann Jenswold, Highway Department
Brian Udovich, Highway Department
Erik Coonen, Highway Department
Russ Cooper, Highway Department
Timm Punzel, 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 September 2, 2014 Highway meeting, having been distributed in advance, it was moved by Mr. Buchanan and seconded by Mr. Counsell to approve the minutes as printed.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Counsell, Christensen, Zentner

NOES: None

ABSENT: None

ABSTAIN: None

CORRESPONDENCE:

- Daily Reporter news article regarding salt shortage and cost increase for winter season
- Johnson Creek School District letter regarding permitting and speed zone for new school

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Construction Projects**

CTH "N" (CTH "B" – CTH "A") – Reconstruction (Construction, Pave, Shoulder)

Schedule: May 1 – November 21

Progress: Crews have approximately one mile of road/pavement construction to complete. 65% complete (75% of road undercut, 50% slope/drainage, 10% paving)

CTH "G" (US 18 – STH 89) – Resurfacing (Pulverize, Pave, Shoulder)

Schedule: May 27 – June 13

Progress: Project is complete

CTH "W" (STH 26 – Collins Road) – Resurface (Pulverize, Pave, Shoulder)

Schedule: June 2 – September 3

Progress: Completed all widening and slope work. Paved binder mat of asphalt and opened highway. Remaining work will be completed next year after all facility work is finished. 90% complete for 2014 – Project will be finished in 2015.

CTH "A" (Crossman Road – Lake Mills) – Resurfacing/Reconstruction

Progress: Survey is complete, design work is in progress.

- **General Maintenance**

Crews completed various signing repair work and numerous sign/post replacements

Crews completed bridge maintenance and repair projects

County seal coating for county, towns, and cities is complete (100%)

Crews working on additional mowing cuts needed on state and county highways

- **Office/Shop**

New shop utility truck is in service

Design work is still in progress for CTH "J", CTH "A", and CTH "P"

Shop staff is preparing specification for equipment replacements

OLD BUSINESS

- NONE

NEW BUSINESS

9a. Review and discuss highway right-of-way vegetation management practices

Commissioner Kern and Superintendent Cooper addressed the Committee on both mowing and invasive species practices for the department. Mr. Cooper stated that the invasive species is part of the department's mowing plan, and that the DNR has been involved with input the past few years. He stated that Jefferson County has done a good job with the invasive species, compared to the counties to the East, and showed spot maps of Jefferson County compared to the counties around Jefferson. Commissioner Kern and Superintendent Cooper discussed mowing times and strategies. A mowing tractor summary was handed out from 2005-2013, showing the number of tractors in use, type of tractor, and average fleet age for the time period. A mowing equipment review was also handed out for the period of 2003-2014, showing annual hours, costs, and revenues for the mowing tractors. Questions from the Committee were answered. No Motion.

Commissioner Kern also addressed Highway Committee member, Carlton Zentner's, letter regarding "Understanding Highway Roadside Mowing Motivations", stating that there is no tie to winter maintenance and mowing practices. Kern discussed staffing issues, winter maintenance routes, and WisDOT budget increases. Operations Manager, Brian Udovich, and Assistant Operations Superintendent, Timm Punzel, added input regarding staffing and operations. Questions from the Committee were answered. No Motion.

9b. Highway facility project construction update

County Administrator Wehmeier and Commissioner Kern addressed the Committee with a construction update stating the pre-cast is just about complete. They stated that the floors are being poured and the cold storage area is being worked on. The roadway and storm sewer are also being worked on, and the site work is almost complete. The natural gas should be completed by winter, and the main paving done by November 1. The fiber optic bid will be reviewed at the Infrastructure meeting. It was stated that after this week's Infrastructure meeting there will be a tour, and welcomed the Highway Committee to attend. No Motion

9c. Review monthly financial account summary

The Highway Commissioner discussed the financial account summary with the Committee. Questions from the Committee were answered. No Motion

10. Highway Operations Report

The Commissioner reviewed the operations report with the Committee regarding current operations. He discussed the CTH “N” project and progress. Questions were answered. No Motion.

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

BILLS:	09/17/14	\$ 167,100.84
BILLS:	09/30/14	\$ 136,424.18
BILLS:	10/07/14	\$ 115,321.11
COMMITTEE:	AUGUST	\$ <u>337.16</u>
TOTALS:		\$ 419,183.29

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

Carried by the following roll call:

- AYES: Jaeckel, Buchanan, Counsell, Christensen, Zentner
- NOES: None
- ABSENT: None
- ABSTAIN: None

Motion by Mr. Counsell and seconded by Mr. Christensen to adjourn at 9:25 a.m.

Carried by the following roll call:

- AYES: Jaeckel, Buchanan, Counsell, Christensen, Zentner
- NOES: None
- ABSENT: None
- ABSTAIN: None

The next meeting will be held on November 4, 2014.

Approval: _____

 Al Counsell, Secretary