

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, April 7, 2015

The Jefferson County Highway Committee met on Tuesday, April 7, 2015, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

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

Members absent: Zentner

Also Present: William Kern, Highway Commissioner
Ben Wehmeier, County Administrator
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 March 4, 2015 Highway meeting, having been distributed in advance, it was moved by Mr. Christensen and seconded by Mr. Buchanan to approve the minutes as printed.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell

NOES: None

ABSENT: Zentner

ABSTAIN: None

CORRESPONDENCE:

- NONE

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Construction Projects**

- **Winter Maintenance**

Crews worked last snow event near the end of March, crews will begin removing snow equipment over the next few weeks

Any remaining salt deliveries will be delayed, if possible, until the new salt sheds are completed at the new facility site

- **General Maintenance**

Crews are working on surface patching and shoulder maintenance

Crews are beginning crack sealing work; there are several county and state highways to complete

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

Crews are preparing for the start-up of several construction projects

- **Office/Shop Staff**

Shop staff is receiving training on several new components at the new facility – the department will try to video the majority of the training sessions

Office staff closed books for 2014 and are now working on the 2014 financial report

Shop staff is working on numerous items in the transition of equipment and operations to the new facility

OLD BUSINESS

NONE

NEW BUSINESS

9a. Review and approve the Local Road Improvement Program (LRIP) asphalt purchase bids for County Highway A and County Highway J

Highway Commissioner Kern reviewed the LRIP projects: CTH A: CTH “V” to CTH “N”, Project #12409 (Pulverize and Overlay) and CTH J: CTH “G” to Collins Road, Project #13689 (Reconstruction).

It was moved by Mr. Buchanan and seconded by Mr. Christensen to award the CTH A, CHIP #12409 asphalt purchase to Wolf Paving.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell

NOES: None

ABSENT: Zentner

ABSTAIN: None

It was moved by Mr. Buchanan and seconded by Mr. Christensen to award the CTH J, CHIP D #13689 asphalt purchase to Wolf Paving.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell

NOES: None

ABSENT: Zentner

ABSTAIN: None

9b. Review and approve bids for 2015 hot-mix asphalt

Commissioner Kern reviewed the bids received for hot-mix asphalt with the Committee.

It was moved by Mr. Jaeckel and seconded by Mr. Buchanan to approve all bids for the hot-mix asphalt.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell

NOES: None

ABSENT: Zentner

ABSTAIN: None

9c. Review and approve bids for 2015 seal coat emulsion and application

Commissioner Kern reviewed the bids received for seal coat emulsion and application with the Committee.

It was moved by Mr. Counsell and seconded by Mr. Buchanan to award the primary seal coat emulsion and application bid to Meigs, Inc., but to allow the use of other vendors for efficiency and cost effectiveness.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell

NOES: None

ABSENT: Zentner

ABSTAIN: None

9d. Review and approve bids for 2015 asphalt milling and pulverizing

Commissioner Kern reviewed the bids received for asphalt milling and pulverizing with the Committee.

It was moved by Mr. Buchanan and seconded by Mr. Counsell to recommend Payne & Dolan the primary asphalt milling and pulverizing bid, but to allow the use of other vendors if there is a scheduling conflict.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell

NOES: None

ABSENT: Zentner

ABSTAIN: None

9e. Review and approve bids for limestone crushing at Strasburg Quarry

Commissioner Kern reviewed the bids received for limestone crushing at the Strasburg Quarry with the Committee.

It was moved by Mr. Buchanan and seconded by Mr. Counsell to recommend Frank Bros., Inc. for the limestone crushing at Strasburg Quarry Mandatory Alternate (Recycled Asphalt Pavement and Remove/Stockpile Topsoil).

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell

NOES: None

ABSENT: Zentner

ABSTAIN: None

9f. Review equipment turnover plan and equipment operations

Commissioner Kern reviewed the handout from the March Highway Committee meeting and further discussed the streamlining of parts and inventory. There was discussion on future specs/purchase of trucks and turnover possibilities. No Motion

9g. Update on new highway facility construction progress

Commissioner Kern updated the Committee on the new highway facility construction progress by stating that the main items are complete. There are small interior items to complete along with the punch list. Landscaping and final paving will still need to be done. Salt shed and brine will be starting in April, with an August completion date expected. The plan is to move in mid-May, after the paving is complete. There is a tentative open house scheduled for June 9, prior to County Board that evening. No Motion

9e. Review monthly financial account summary

Commissioner Kern reviewed the financial account summary with the Committee. Questions were answered. No Motion

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

BILLS:	03/10/15	\$ 128,332.24
BILLS:	03/27/15	\$ 49,046.09
BILLS:	04/01/15	\$ 37,835.73
BILLS:	04/07/15	\$ 21,942.67
BILLS:	04/07/15 BRIDGE AID	\$ 19,711.05
COMMITTEE:	FEBRUARY	<u>\$ 517.40</u>
TOTALS:		\$ 257,385.18

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

Carried by the following roll call:

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

Motion by Mr. Counsell and seconded by Mr. Buchanan to adjourn at 9:10 a.m.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell

NOES: None

ABSENT: Zentner

ABSTAIN: None

The next meeting will be held on Tuesday, May 5, 2015 at 8:00 a.m., at the Highway Commissioner's office.

Approval:

Al Counsell, Secretary