

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, May 5, 2015

The Jefferson County Highway Committee met on Tuesday, May 5, 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; Carlton Zentner

Members absent: None

Also Present: William Kern, Highway Commissioner
Ben Wehmeier, County Administrator
Ann Jenswold, 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 April 7, 2015 Highway meeting, having been distributed in advance, it was moved by Mr. Buchanan and seconded by Mr. Christensen to approve the minutes as printed.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell, Zentner

NOES: None

ABSENT: None

ABSTAIN: None

CORRESPONDENCE:

- Summer Highway Conference Information: June 8 – 10, 2015 at Chula Vista in Wisconsin Dells

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Construction Projects**

- CTH "W" (Near new Highway Facility)

Progress: Started work on April 27, will finish all slope/drainage work and pave project in June.

- CTH "N" (CTH B – CTH A) – 5.0 miles

Progress: Continue project starting Monday, May 4. Complete remaining construction work in 2015 and finish all paving.

- CTH "A" (Lake Mills - Watertown) – 10.0 miles

Progress: Begin pulverizing and paving work in June/July

- CTH "J" (CTH G - Jefferson)

Progress: Begin construction work in June on section between STH 89 and the City of Jefferson

- CTH "P" (CTH E – CTH F) – 2.91 miles

Progress: In design phase, anticipate construction to begin in 2017

- **Winter Maintenance**

All required salt orders for WisDOT and County are completed for 2014/15

Winter equipment is being removed from all trucks at new highway facility

- **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

- **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 working on the 2014 financial report

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

The Highway Commissioner is working with Administration to fill several key vacancies

OLD BUSINESS

NONE

NEW BUSINESS

9a. 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. An item to finish up on is the fuel system and data connections. The salt sheds and brine system are being worked on. He stated that the furniture will be installed the last week of May, and that the final paving should also be completed by then. He is looking at the first week of June for operations starting at the new facility. The open house is planned for June 9, from 4:00 – 7:00 p.m. No Motion

9b. 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:	04/16/15	\$ 354,697.85
BILLS:	04/28/15	\$ 206,098.01
BILLS:	05/05/15	\$ 109,192.94
COMMITTEE:	MARCH	<u>\$ 338.83</u>
TOTALS:		\$ 670,327.63

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

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell, Zentner

NOES: None

ABSENT: None

ABSTAIN: None

Motion by Mr. Buchanan and seconded by Mr. Christensen to adjourn at 8:30 a.m.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell, Zentner

NOES: None

ABSENT: None

ABSTAIN: None

The next meeting will be held on Tuesday, June 2, 2015 at 8:00 a.m., at the Highway Commissioner's office, possibly the new facility.

Approval:

Al Counsell, Secretary