

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, April 5, 2016

The Jefferson County Highway Committee met on Tuesday, April 5, 2016, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

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

Members absent: None

Also Present: William Kern, Highway Commissioner
Ben Wehmeier, Administrator
Ann Jenswold, Highway Department
Brian Udovich, Highway Department
Erik Coonen, Highway Department
Dan Schroedl, CTH "J"

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

HIGHWAY COMMITTEE MINUTES: The minutes from the March 1, 2016 Highway meeting, having been distributed in advance, it was moved by Mr. Reese and seconded by Mr. Buchanan to approve the minutes as printed.

Carried by the following roll call:

AYES: Jaeckel, Christensen, Buchanan, Reese, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

CORRESPONDENCE:

Newsletters:

- Email: Lisa Meinholz, WisDOT: Regarding Wisconsin DOT 2016/2017 road salt contract
- 2016 Summer Highway Conference: June 6 – 8, 2016 at Chula Vista Resort, Wisconsin Dells, WI

News Releases/Notices:

- NONE

PUBLIC COMMENT:

Dan Schroedl addressed the Committee regarding some of his concerns on the 2016 CTH “J” project.

Don Reese addressed the Committee regarding his concerns on the Town of Farmington seal coating that was completed by the Highway Department in 2015.

HIGHWAY COMMISSIONER’S REPORT:

- **Construction Projects**

Crews have nearly completed brushing and tree removal on CTH J to prepare for the 2016 construction project

Supervisors are drafting 2016 project schedules for all maintenance and construction projects including WisDOT special projects

Supervisors are planning on starting construction crew work by the end of April

- **Winter Maintenance**

Crews are beginning to take plow equipment off trucks, a few Class I plow trucks will remain equipped for a few more weeks

- **General Maintenance**

Crews started work on remaining items on CTH “W” project, including the bike trail connection with the STH 26 bike trail

Crews are working on several brushing projects for the DOT/County Highways

Crews are working on surface patching and shoulder maintenance

Crews will start spring gravel shoulder maintenance work in April

Crews will start crack sealing in April

- **Office/Shop Staff**

Several training programs were completed in the last month including tractors/mowing equipment, self-propelled sweepers, and crack seal equipment

Office staff is working on the 2015 financial report

OLD BUSINESS

NONE

NEW BUSINESS

9a. Discuss and approve the Local Road Improvement Program (LRIP) asphalt purchase bid for Village of Johnson Creek (Aztalan Street)

Highway Commissioner Kern reviewed the LRIP project: Aztalan Street, Village of Johnson Creek (Mill & Overlay).

It was moved by Mr. Buchanan and seconded by Mr. Christensen to award the Aztalan Street project to Payne & Dolan for the purchase of asphalt.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell, Reese

NOES: None

ABSENT: None

ABSTAIN: None

9b. Discuss and approve bids for 2016 hot-mix asphalt

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

It was moved by Mr. Counsell 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, Reese

NOES: None

ABSENT: None

ABSTAIN: None

9c. Discuss and approve bids for 2016 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. Buchanan and seconded by Mr. Christensen to approve all bids for seal coat emulsion and application for efficiency and cost effectiveness.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell, Reese

NOES: None

ABSENT: None

ABSTAIN: None

9d. Discuss and approve bids for 2016 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. Christensen to approve all bids received for efficiency and cost effectiveness.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell, Reese

NOES: None

ABSENT: None

ABSTAIN: None

9e. Discuss and approve bids for 2016 concrete curb and gutter

Commissioner Kern reviewed the bids received for concrete curb and gutter with the Committee.

It was moved by Mr. Reese and seconded by Mr. Buchanan to approve Zenith Tech for 2016 concrete curb and gutter.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell, Reese

NOES: None

ABSENT: None

ABSTAIN: None

9f. Discuss and approve single axle truck/plow equipment bids

Commissioner Kern reviewed the bids received for the single axle trucks and plow equipment. He pointed out that there would be 10 trucks sold/traded, and 8 purchased. Lakeside International will take trucks as trade if the trucks cannot be sold outright.

It was moved by Mr. Reese and seconded by Mr. Buchanan to approve the single axle truck bid from Lakeside International of Madison as stated. Purchase 8; sell/trade 10, with Lakeside accepting any truck in trade that cannot be sold outright.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell, Reese

NOES: None

ABSENT: None

ABSTAIN: None

It was moved by Mr. Buchanan and seconded by Mr. Reese to approve the bid from Monroe Truck Equipment for \$723,326.00 for plow equipment for 8 trucks.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell, Reese

NOES: None

ABSENT: None

ABSTAIN: None

9g. Discuss 2016 highway project schedules

Commissioner Kern handed out and discussed a schedule of 2016 long range projects, showing when the different crews would be working on projects during the upcoming weeks and months. No Motion

9h. Discuss monthly financial account summary (YTD)

Commissioner Kern reviewed the financial account summary with the Committee, and questions were answered. No Motion

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

BILLS:	03/10/16	\$ 39,769.50
BILLS:	03/22/16	\$ 45,093.08
BILLS:	04/05/16	\$ 49,141.53
BRIDGE AID:	04/05/16	\$ 37,582.93
P CARD:	MAR-GENERAL	\$ 7,173.89
P CARD:	MAR-BRIAN	\$ 125.00
COMMITTEE:	FEBRUARY	<u>\$ 342.50</u>
TOTALS:		\$ 179,228.43

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

Carried by the following roll call:

AYES: Jaeckel, Christensen, Buchanan, Reese, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

Motion by Mr. Counsell and seconded by Mr. Christensen to adjourn at 9:20 a.m.

Carried by the following roll call:

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

The next meeting will be held on Tuesday, May 3, 2016 at 8:00 a.m., at the Jefferson County Highway Department.

Approval: _____
