

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, May 24, 2016

The Jefferson County Highway Committee met on Tuesday, May 24, 2016, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Donald Reese; Ron Buchanan; Mike Kelly; Blane Poulson; James Braughler

Members absent: None

Also Present: William Kern, Highway Commissioner
Ben Wehmeier, Administrator
Ann Jenswold, Highway Department
Erik Coonen, Highway Department
Sean Heaslip, Highway Department
Greg Koeppel, Highway Department

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

HIGHWAY COMMITTEE MINUTES: The minutes from the May 3, 2016 Highway meeting, having been distributed in advance, it was moved by Mr. Buchanan and seconded by Mr. Braughler to approve the minutes as printed.

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Poulson, Braughler

NOES: None

ABSENT: None

ABSTAIN: None

CORRESPONDENCE:

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Construction Projects**

- CTH "J" (CTH G – City of Jefferson) – 4.00 miles

Project Type: Reconstruction

Progress: Both large culverts are finished. Construction is in-progress over east 2 miles of project.

- CTH "Y" (US 18 – CTH D)

Project Type: Resurfacing

Progress: Project is planned to begin in late May or early June

- CTH "A" (Crossman Road – City of Lake Mills)

Project Type: Reconstruction

Progress: Project is on-hold until necessary right-of-way is purchased

- CTH "W" (Near new facility)

Project Type: Resurface, Bike Trail

Progress: Project is complete

- **Winter Maintenance**

- **General Maintenance**

Bridge crew is sealing bridge decks for the DOT

Crews are finishing spring herbicide spraying and will begin 1st mowing cut for state and county highways in a few weeks.

Crews completed gravel shoulder maintenance work

Crews are working on crack seal projects for county highways

Storage racks for materials were installed in cold storage building

- **Office/Shop Staff**

Most safety awareness training for employees is complete, except for a handful of larger pieces of equipment, training will continue in May

Office staff is working on the 2015 financial report

OLD BUSINESS

NONE

NEW BUSINESS

9a. Review 2016 highway project schedules

Superintendents, Heaslip and Koeppel, addressed the Committee on the 2016 project schedule. Heaslip gave an update regarding projects on CTH “J”; CTH “A”; Town and Village projects, and general maintenance. Koeppel gave an update regarding CTH “Y”; mowing; chip sealing in Dodge County, and line painting within the County. Questions were answered. No Motion

9b. Discuss monthly financial account summary (YTD)

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

9c. Discussion and possible action on the purchase of a used digger derrick truck

Commissioner Kern gave background information on the use of this type of vehicle, and why we are looking at replacing the current truck. Superintendents Heaslip and Koeppel also spoke and gave input regarding how the digger derrick truck would be utilized by crews, and the potential use of it in the future.

It was moved by Mr. Buchanan and seconded by Mr. Poulson to pursue and purchase a digger derrick truck with a limit of \$40,000.00.

Carried by the following roll call:

- AYES: Reese, Buchanan, Kelly, Poulson, Braughler
- NOES: None
- ABSENT: None
- ABSTAIN: None

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

BILLS:	05/11/16	\$ 151,975.73
BILLS:	05/24/16	\$ 83,237.29
P CARD:	MAY-GENERAL	\$ 3,552.26
P CARD:	MAY-BRIAN	\$ 99.00
COMMITTEE:	APRIL	<u>\$ 342.50</u>
TOTALS:		\$ 239,206.78

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

Carried by the following roll call:

- AYES: Reese, Buchanan, Kelly, Poulson, Braughler
- NOES: None
- ABSENT: None
- ABSTAIN: None

Motion by Mr. Buchanan and seconded by Mr. Poulson to adjourn at 8:50 a.m.

Carried by the following roll call:

- AYES: Reese, Buchanan, Kelly, Poulson, Braughler
- NOES: None
- ABSENT: None
- ABSTAIN: None

The next meeting will be held on Tuesday, June 28, 2016 at 8:00 a.m., at the Jefferson County Highway Department.

Approval: _____
