

**JEFFERSON COUNTY HIGHWAY COMMITTEE  
MEETING MINUTES**

**Tuesday, February 28, 2017**

The Jefferson County Highway Committee met on Tuesday, February 28, 2017, 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; James Braughler

Members absent: Blane Poulson

Also Present: William Kern, Highway Commissioner  
Ben Wehmeier, County Administrator  
Ann Jenswold, Highway Department

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

**HIGHWAY COMMITTEE MINUTES:** The minutes from the January 31, 2017 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, Braughler

NOES: None

ABSENT: Poulson

ABSTAIN: None

**CORRESPONDENCE:**

Newsletters/E-Mails:

- NONE

News Releases/Notices:

- NONE

**PUBLIC COMMENT:**

- NONE

**HIGHWAY COMMISSIONER'S REPORT:**

- **Construction Projects**

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

Project Type: Reconstruction

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

- **Winter Maintenance**

Crews called out for a only a few minor winter events in the past month

Anti-icing crews are applying salt brine before all storms if the weather conditions warrant the application (Bridge Decks, Interstate 94, State Highway 26, and other selected secondary state and county highway sections)

- **General Maintenance**

Crews are working on county crack seal projects as the weather permits

Bridge crew completed several guardrail and small maintenance projects

Crews are finishing brush and small tree removals on I-94

Between winter storms crews are patching areas of need on county and state highways

- **Office/Shop Staff**

Completed end of year physical inventories

Closed out all 2016 accounting for maintenance and projects

Shop is preparing all construction equipment for upcoming season

**OLD BUSINESS**

- NONE

**NEW BUSINESS**

**9a. Discuss 2017 construction project schedule**

Superintendents Koeppel and Heaslip provided the Committee with a preview of the 2017 project schedule. They stated that beginning in May work will begin on a two year project on CTH "P" (CTH "F" to Woody Lane). CTH "Y" work will have two segments: CTH "D" to Rome, and STH 26 to STH 18. Prior to the construction work, WisDOT has requested some maintenance work to be completed along state roadways. There is a culvert replacement on STH 18, shouldering along I-94, STH 106 crack grinding and seal coating, weed spraying, bridge deck spraying and sealing, and tent grinding. 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

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

BILLS:	02/08/17 For 2016	\$	19,036.81
BILLS:	02/09/17	\$	71,229.56
BILLS:	02/16/17	\$	13,088.81
BILLS:	02/28/17	\$	1,564.44
COMMITTEE:	JAN	\$	995.24
P CARD:	FEB-BRIAN	\$	497.13
P CARD:	FEB-BILL	\$	30.00
P CARD:	FEB-GENERAL	\$	<u>4,413.44</u>
TOTALS:		\$	110,855.43

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

Carried by the following roll call:

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

Motion by Mr. Buchanan and seconded by Mr. Kelly to adjourn at 8:40 a.m.

Carried by the following roll call:

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

The next meeting will be held on Tuesday, March 28, 2017 at the Jefferson County Highway Department.

Approval: \_\_\_\_\_  
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