

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, March 28, 2017

The Jefferson County Highway Committee met on Tuesday, March 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; Blane Poulson

Members absent: None

Also Present: William Kern, Highway Commissioner
J. Blair Ward, Corporation Counsel
Ann Jenswold, Highway Department
Brian Udovich, Highway Department

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

HIGHWAY COMMITTEE MINUTES: The minutes from the February 28, 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, Poulson

NOES: None

ABSENT: None

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

Crews will begin removing all snow equipment off trucks in the next few weeks

- **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

Crews are patching areas of need on county and state highways

Crews are working on early season culvert replacements

- **Office/Shop Staff**

Closed out all 2016 accounting for maintenance and projects

Office staff is beginning to compile all financial summaries for 2016 annual report

Shop is preparing all construction equipment for upcoming season

OLD BUSINESS

- NONE

NEW BUSINESS

9a. Discuss and approve the Local Road Improvement Program (LRIP) asphalt purchase bids for the following county projects:

Highway Commissioner Kern reviewed the LRIP projects: County Highway Y (US 18 – STH 26) pulverize and overlay, and County Highway P (CTH E – CTH F) reconstruction.

- County Highway Y (US 18 – STH 26)

It was moved by Mr. Buchanan and seconded by Mr. Kelly to accept the asphalt bids from Wolf Paving in Delafield for \$39.10 - 5 LT; \$36.20 - 4 LT; \$35.20 - 3 LT, for the CTH "Y" project.

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Braughler, Poulson

NOES: None

ABSENT: None

ABSTAIN: None

- County Highway P (CTH E – CTH F)

It was moved by Mr. Buchanan and seconded by Mr. Poulson to accept the asphalt bids from Wolf Paving in Delafield for \$39.10 - 5 LT; \$36.20 - 4 LT; \$35.20 - 3 LT, for the CTH “P” project.

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Braughler, Poulson

NOES: None

ABSENT: None

ABSTAIN: None

9b. Discuss and approve bids for 2017 hot-mix asphalt

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

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

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Braughler, Poulson

NOES: None

ABSENT: None

ABSTAIN: None

9c. Discuss and approve bids for 2017 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. Braughler and seconded by Mr. Buchanan to approve all bids for seal coat emulsion and application for efficiency and cost effectiveness.

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Braughler, Poulson

NOES: None

ABSENT: None

ABSTAIN: None

9d. Discuss and approve bids for 2017 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. Poulson to approve all bids received for efficiency and cost effectiveness.

Carried by the following roll call:

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

9e. Discuss monthly financial account summary (YTD)

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

10. Discussion and possible action to approve entering into an Agreement with the City of Watertown for road maintenance and snow removal services on segments of West Street and Gypsy Road

Corporation Counsel, J. Blair Ward, addressed the Committee regarding a draft agreement with the City of Watertown regarding segments of West Street and Gypsy Road. Concerns regarding the agreement included the opt out provision, General Transportation Aids from the Department of Transportation, and the overall question of why there is a need for this agreement. No Motion

Committee Member Mike Kelly was excused at 9:45 a.m.

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

BILLS:	03/08/17	\$ 100,143.17
BILLS:	03/20/17	\$ 80,745.02
BILLS:	03/28/17	\$ 46,761.60
COMMITTEE:	FEB.	\$ 275.64
P CARD:	MAR-GENERAL	\$ 53,115.32
TOTALS:		\$ 281,040.75

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

Carried by the following roll call:

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

Motion by Mr. Buchanan and seconded by Mr. Poulson to adjourn at 9:50 a.m.

Carried by the following roll call:

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

The next meetings will be held on Tuesday, April 11, 2017, a joint meeting with the Infrastructure Committee at the Court House, and regular meeting on Tuesday, April 25, 2017 at the Jefferson County Highway Department.

Approval: _____
