

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, May 30, 2017

The Jefferson County Highway Committee met on Tuesday, May 30, 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 Braugher; Blane Poulson

Members absent: None

Also Present: William Kern, Highway Commissioner
Ben Wehmeier, County Administrator
J. Blair Ward, Corporation Counsel
Ann Jenswold, Highway Department
Joe Nehmer, Parks Department
Andy Erdman, Land Information Department
Randy Franks, City of Watertown

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

HIGHWAY COMMITTEE MINUTES: The minutes from the April 25, 2017 Highway meeting, having been distributed in advance, it was moved by Mr. Buchanan and seconded by Mr. Kelly to approve the minutes as printed.

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Braugher, 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 "P" (CTH E – CTH F) – 4.00 miles

Project Type: Reconstruction (2017/2018)

Progress: Project delayed by Wetland/DNR permit

- CTH "Y" (CTH D – CTH F) – 3.00 miles

Project Type: Pulverize and Resurface

Progress: Pavement was pulverized and re-graded. Paving work is in progress.

- CTH "Y" (US 18 – STH 26) – 4.75 miles

Project Type: Pulverize and Resurface

Progress: Pulverizing to begin on June 12th

- CTH "J" (CTH G – Jefferson, Hwy Site Access Road)

Project Type: Landscaping, Paving Access Road

Progress: Landscaping work completed, access road has been prepared for paving.

- **Winter Maintenance**

- **General Maintenance**

Crews are finishing large highway shouldering project on Interstate 94.

Crews finished spring shoulder repair work on state and county highways.

Crews are completing herbicide/invasive weed spraying on county and state highways.

Several large culverts were replaced on both state and county highways over the last month and several more will be replaced or lined for the US 18 project this summer.

- **Office/Shop Staff**

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

Shop staff is preparing all construction equipment for upcoming season

Shop staff has received all 8 single axle trucks and they should all be in use in June.

OLD BUSINESS

8a. 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

Administrator Wehmeier and Corporation Counsel Blair Ward updated the Committee on the agreement. They stated that they met with the City of Watertown Mayor and City of Watertown Attorney. Previously the agreement was going to be a tri-party agreement with Jefferson County,

City of Watertown, and the Town of Watertown. It is now stated to be a two party agreement with the City of Watertown and Jefferson County. The City of Watertown and Town of Watertown will make their own agreement as needed. The substance of the agreement has not changed, and therefore no action was required by the Committee. No Motion

NEW BUSINESS

9a. Discussion and possible action on relinquishing the right to use Masters Drive as a public highway for motor vehicles

Administrator Wehmeier and Corporation Counsel Blair Ward updated the Committee on Masters Drive. The City of Jefferson would like the County to withdraw the rights to use Masters Drive as a County Road. The City would like the County to vacate any interest to this road, and have the rights returned to the main owner of the land. Andy Erdman stated that the County has the deed to this property. Joe Nehmer stated that the bike trail goes through this property. Discussion was had regarding jurisdictional transfer with easement for the bike trail. Bike trail details were discussed regarding costs of moving the trail if needed. No Motion

9b. Review and discuss 2017 construction project schedule

Highway Commissioner Kern reviewed the construction schedule with the Committee. He stated that the CTH “P” project is delayed due to DNR wetland permit. The CTH “Y” project has been moved up and is underway. The CTH “A” project was updated by Wehmeier and Ward regarding the landowners. No Motion

9c. Discuss monthly financial account summary (YTD)

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

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

BILLS:	05/08/17	\$ 229,206.76
BILLS:	05/11/17	\$ 515,853.14
BILLS:	05/30/17	\$ 136,621.68
BILLS:	05/30/17	\$ 38,058.67
COMMITTEE:	APR	\$ 552.35
P CARD:	MAY-BRIAN	\$ 12.86
P CARD:	MAY-GENERAL	\$ 44,805.22
TOTALS:		\$ 965,110.68

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, Braugher, Kelly, Poulson
- NOES: None
- ABSENT: None
- ABSTAIN: None

Motion by Mr. Buchanan and seconded by Mr. Kelly to adjourn at 9:10 a.m.

Carried by the following roll call:

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

The next meeting will be held on Tuesday, June 27, 2017, at the Jefferson County Highway Department. Mr. Reese will be absent that day.

Approval: _____
