

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, June 27, 2017

The Jefferson County Highway Committee met on Tuesday, June 27, 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
Ben Wehmeier, County Administrator
Alice Fischer, Highway Department

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

HIGHWAY COMMITTEE MINUTES: The minutes from the May 30, 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:

- Richard Riedel E-mail: Regarding CTH "Y" (Hwy 18 – Hwy 26) speed zone study request

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 preparation started June 19, crews will begin construction work over the next few weeks and work will go into the late fall.

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

Project Type: Pulverize and Resurface

Progress: Project is substantially complete, should be fully open by June 28.

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

Project Type: Pulverize and Resurface

Progress: Pulverizing is complete, paving work is in progress.

- 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 finished with most county mowing and working on first cut of all state highways.

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

Crews will prepare site work at both Concord and Lake Mills for the satellite building projects.

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

- **Office/Shop Staff**

Office staff is nearing completion of all financial summaries for 2016 annual report
Shop staff has finished all new 8 single axle trucks and they should all be in use.

OLD BUSINESS

8a. Discussion and possible action to approve an Intergovernmental agreement between Jefferson County and the City of Watertown for road maintenance services

It was moved by Mr. Buchanan and seconded by Mr. Poulson to approve entering into an Intergovernmental Agreement for road maintenance and snow removal services between Jefferson County and the City of Watertown.

Carried by the following roll call:

AYES: Reese, Buchanan, Braughler, Kelly, Poulson

NOES: None

ABSENT: None

ABSTAIN: None

NEW BUSINESS

9a. Review and discuss 2017 construction project schedule

Highway Commissioner Kern reviewed the construction schedule with the Committee. He discussed the CTH “P” project. CTH “Y” project: East section is almost done, and the North section should have first mat done by the 4th of July. He discussed state sealcoating and weed spraying. No Motion

9b. 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:	06/06/17	\$ 69,601.00
BILLS:	06/08/17	\$ 9,998.00
BILLS:	06/13/17	\$ 304,640.59
BILLS:	06/20/17	\$ 9,998.00
BILLS:	06/27/17	\$ 208,974.86
COMMITTEE:	MAY	\$ 348.83
P CARD:	JUNE-BILL	\$ 297.00
P CARD:	JUNE-GENERAL	<u>\$ 1,143.42</u>
TOTALS:		\$ 605,001.70

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, Braughler, Kelly, Poulson

NOES: None

ABSENT: None

ABSTAIN: None

Motion by Mr. Buchanan and seconded by Mr. Kelly to adjourn at 8:30 a.m.

Carried by the following roll call:

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

The next meeting will be held on Tuesday, July 25, 2017, at the Jefferson County Highway Department.

Approval: _____
