

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, July 25, 2017

The Jefferson County Highway Committee met on Tuesday, July 25, 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 June 27, 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 "P" (CTH E – CTH F) – 4.00 miles

Project Type: Reconstruction (2017/2018)

Progress: Road excavation work began July 10th on west section of CTH P.

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

Project Type: Pulverize and Resurface

Progress: Project is complete.

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

Project Type: Pulverize and Resurface

Progress: Final surface mat of asphalt is in-progress; project should be substantially complete by July 31.

- 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 and state mowing. First cut mowing should be completed in the next two weeks.

Crews completed site preparation work for the Concord satellite building and will work on Lake Mills site when all permits are obtained.

- **Office/Shop Staff**

Office staff completed 2016 Annual Report; staff is working on 2018 Highway Department budget.

OLD BUSINESS

- NONE

NEW BUSINESS

9a. Review and discuss 2017 construction project schedule

Superintendent Sean Heaslip addressed and updated the Committee on the current projects. He stated that on CTH “P” crews were digging 200 – 300 feet per day, there will be some pulverizing done in the future, and there is a goal for culvert installation the second week of August. CTH “Y” from Highway 18 – Highway 26, the last day for mainline asphalt will be this week. There will still be shouldering and striping to do. He stated that mowing operations are almost complete, and the bridge deck sealing project is on hold waiting for material. He also stated that there is a pre-construction meeting next week for the Highway 18 WisDOT project. Finally, the large diameter culvert on CTH “J” south of Highway 12 is waiting for a DNR permit; this should come by this fall or next spring. 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: 07/11/17	\$ 659,529.60
BILLS: 07/20/17	\$ 160,724.44
BILLS: 07/25/17	\$ 273,864.54
COMMITTEE: JUNE	\$ 765.61
P CARD: JULY-BILL	\$ 198.00
P CARD: JULY-GENERAL	\$ <u>3,870.87</u>
TOTALS:	\$1,098,953.06

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

Carried by the following roll call:

AYES: Reese, Buchanan, Braughler, Kelly

NOES: None

ABSENT: Poulson

ABSTAIN: None

Motion by Mr. Buchanan and seconded by Mr. Kelly to adjourn at 8:55 a.m.

Carried by the following roll call:

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

The next meeting will be held on Tuesday, August 29, 2017, at the Jefferson County Highway Department.

Approval: _____
