

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, November 7, 2017

The Jefferson County Highway Committee met on Tuesday, November 7, 2017, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Donald Reese; Mike Kelly; James Braughler

Members absent: Buchanan; 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 October 3, 2017 Highway meeting, having been distributed in advance, it was moved by Mr. Kelly and seconded by Mr. Braughler to approve the minutes as printed.

Carried by the following roll call:

AYES: Reese, Kelly, Braughler

NOES: None

ABSENT: Buchanan, Poulson

ABSTAIN: None

CORRESPONDENCE:

Newsletters/E-Mails:

- Winter Highway Conference: January 15 – 17, 2018

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: Phase I is complete.

- 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: Project is complete.

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

Project Type: Landscaping, Paving Access Road

Progress: Paving is complete.

- **Winter Maintenance**

- **General Maintenance**

Crews working on shoulder maintenance and improvements on numerous county highways

Crews nearly complete with salt shed move to Concord

Crews finished paving work on main facility extension road to CTH J

Crews completed large culvert replacement on CTH J and several guardrail repairs

- **Office/Shop Staff**

Shop staff is setting up all plow equipment on truck fleet

OLD BUSINESS

8a. Update on progress with Concord and Lake Mills satellite shops

Commissioner Kern updated the Committee on the satellite shops stating that although Lake Mills had some delays from rain, permits, and materials, foundation work is currently being done. He said that he is expecting completion in late January. The foundation and masonry work at Concord is done, and the building is currently going up. He stated that he is hoping for completion mid to late December.

NEW BUSINESS

9a. Review and discuss the Wisconsin County Highway Association (WCHA) Utility Accommodation Policy

Commissioner Kern stated the State of Wisconsin is looking to make changes regarding utility policies. Jefferson County currently has provisions, fee schedules, and policies for utility permits. The State changes would mean less say on the County side. Concern was stated regarding cell towers and controlling what is in the County right-of-way. There was discussion of having the County adopt the WCHA Utility Accommodation Policy for laws and regulations. Commissioner Kern stated that he wanted to make the Committee aware of the situation. He will review internally with his staff, and bring the item back to the Highway Committee at a later date. 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: 10/12/17	\$ 275,199.60
BILLS: 10/24/17	\$ 860,908.91
BILLS: 11/07/17	\$ 96,850.96
COMMITTEE: AUGUST	\$ 348.83
P CARD: OCT-GENERAL	<u>\$ 2096.60</u>
TOTALS:	\$1,235,404.90

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

Carried by the following roll call:

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

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

Carried by the following roll call:
 AYES: Reese, Braughler, Kelly
 NOES: None
 ABSENT: Buchanan, Poulson
 ABSTAIN: None

The next meeting will be held on Tuesday, December 12, 2017 (5:30 p.m.), at the Jefferson County Highway Department.

Approval: _____
