

**JEFFERSON COUNTY HIGHWAY COMMITTEE  
MEETING MINUTES**

**Tuesday, February 27, 2018**

The Jefferson County Highway Committee met on Tuesday, February 27, 2018, 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  
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 January 30, 2018 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**

Staff is reviewing and planning for the 2018 projects, including CTH P (Phase II), CTH CW, CTH Y (north), and Korth Lane

- **Winter Maintenance**

- **General Maintenance**

Crews were busy with numerous winter storm events in January and February

The new quad-axle plow trucks were put into service; the new trucks are equipped with 900 gallon liquid brine tanks in box and will be placed on both county and state routes

Crews completed several guardrail and sign repairs

Crews are working on asphalt patching and brushing work on county and state highways

- **Office/Shop Staff**

Shop staff is completed set-up on new quad-axle fleet (6 Trucks)

Office staff closed out all transactions and work for 2017 and is preparing balances and carryover for 2018

**OLD BUSINESS**

**8a. Update on satellite shop progress**

Commissioner Kern discussed the progress of the satellite shop construction in both Lake Mills and Concord. The final inspection for the Concord shop will be taking place by end of week, with occupancy take-over taking place the end of next week. Panel and roof work at Lake Mills will be done late next week. No Motion

**NEW BUSINESS**

**9a. 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:	02/12/18	\$	52,458.95
BILLS:	02/26/18	\$	62,248.43
COMMITTEE:	JANUARY	\$	638.31
P CARD:	FEB-GENERAL	\$	2,160.62
P CARD:	FEB-BILL	\$	<u>198.00</u>
TOTALS:		\$	117,704.31

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

Motion by Mr. Buchanan and seconded by Mr. Kelly to adjourn at 8:40 a.m.

Carried by the following roll call:

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

The next meeting will be held on Tuesday, March 27, 2018, at the Jefferson County Highway Department.

Approval: \_\_\_\_\_  
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