

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, January 29, 2019

The Jefferson County Highway Committee met on Tuesday, January 29, 2019, at 8:30 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Walt Christensen; John Kannard; Dick Schultz; Michael Wineke; Lloyd Zastrow

Members absent: None

Also Present: William Kern, Highway Commissioner
Ben Wehmeier, County Administrator

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

4. ELECTION OF HIGHWAY COMMITTEE CHAIR

It was moved by Mr. Schultz and second by Mr. Zastrow to nominate Walt Christensen as Highway Committee Chair. A unanimous vote was favorable.

Carried by the following roll call:

AYES: Christensen, Kannard, Schultz, Wineke, Zastrow

NOES: None

ABSENT: None

ABSTAIN: None

HIGHWAY COMMITTEE MINUTES: The minutes from the December 17, 2018 Highway meeting, having been distributed in advance, it was moved by Mr. Zastrow and seconded by Mr. Schultz to approve the minutes as printed.

Carried by the following roll call:

AYES: Christensen, Kannard, Schultz, Wineke, Zastrow

NOES: None

ABSENT: None

ABSTAIN: None

CORRESPONDENCE:

Newsletters/E-Mails:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Construction Projects**

- **Winter Maintenance**

Crews have been busy with several winter storm events in the second half of January

Crews continue to increase use of salt brine with improvements to equipment and application techniques

Crews have mixed over a half a million gallons of salt brine this winter

New brine blending equipment and tanks are installed at all shop locations

- **General Maintenance**

Crews are working on miscellaneous brushing on state and county highways

Crews are completing some additional pavement repair projects and shoulder work before winter

- **Office/Shop Staff**

Office staff is working on all closing entries for 2018

New Accounting Manager was hired and he will be training with existing staff over the next month

OLD BUSINESS

NONE

NEW BUSINESS

10a. 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:	12/28/18	\$ 130,081.56
BILLS:	01/07/19	\$ 11,068.43
BILLS:	01/14/19	\$ 122,406.47
BILLS:	01/14/19	\$ 45,739.04
BILLS:	01/21/19	\$ 892.74
BILLS:	01/21/19	\$ 24,656.74
BILLS:	01/28/19	\$ 10,194.87
COMMITTEE:	DEC	\$ 336.04
P CARD:	JAN-GENERAL	\$ 113,619.44
P CARD:	JAN-BILL	\$ 99.00
P CARD:	JAN-BRIAN	\$ <u>270.00</u>
TOTALS:		\$ 459,364.33

It was moved by Mr. Wineke and seconded by Mr. Zastrow that the bills are allowed as reviewed.

Carried by the following roll call:

- AYES: Christensen, Kannard, Schultz, Wineke, Zastrow
- NOES: None
- ABSENT: None
- ABSTAIN: None

14. Tour new shop and grounds

It was moved by Mr. Schultz and seconded by Mr. Zastrow to not take a tour of the new shop and grounds, and remove this item from the agenda.

Carried by the following roll call:

- AYES: Christensen, Kannard, Schultz, Wineke, Zastrow
- NOES: None
- ABSENT: None
- ABSTAIN: None

Motion by Mr. Schultz and seconded by Mr. Kannard to adjourn at 9:04 a.m.

Carried by the following roll call:

- AYES: Christensen, Kannard, Schultz, Wineke, Zastrow
- NOES: None
- ABSENT: None
- ABSTAIN: None

The next meeting will be held on **Tuesday, February 26, 2019, at 8:30 a.m.**, at the Jefferson County Highway Department.

Approval: _____
