

**JEFFERSON COUNTY HIGHWAY COMMITTEE  
MEETING MINUTES**

**Tuesday, December 31, 2019**

The Jefferson County Highway Committee met on Tuesday, December 31, 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

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

**HIGHWAY COMMITTEE MINUTES:** The minutes from the December 3, 2019 Highway meeting, having been distributed in advance, it was moved by Mr. Schultz and seconded by Mr. Wineke 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:

- Winter Highway Conference Agenda – Chula Vista Resort, Wisconsin Dells January 13-15,2020

News Releases/Notices:

- None

**PUBLIC COMMENT:**

- None

**HIGHWAY COMMISSIONER'S REPORT:**

- **Winter Maintenance**

Crews have completed anti-icing and minor winter storm work through the first two weeks of December

All trucks should now be calibrated for winter maintenance

Crews have produced over 400,000 gallons of salt brine

- **Construction Projects**

- **Miscellaneous Projects**

- **General Maintenance**

Crews are working on miscellaneous brushing on state and county highways

Crews are completing some additional pavement repair projects and shoulder work

- **Office/Shop Work**

Office staff is working on end-of-year close out of 2019 accounts

Physical inventories will take place over the next few weeks

**OLD BUSINESS**

NONE

**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:	12/09/19	\$	2,238.15
BILLS:	12/16/19	\$	21,721.38
BILLS:	12/23/19	\$	339,759.91
P-CARD:	DEC-BRIAN	\$	341.43
P-CARD:	DEC-BILL	\$	27.02
P-CARD:	DEC-GENERAL	\$	<u>4,273.57</u>
TOTALS:		\$	368,361.46

It was moved by Mr. Schultz and seconded by Mr. Wineke 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

Motion to adjourn, by Mr. Kannard and seconded by Mr. Zastrow at 9:00 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, January 28, 2020, at 8:30 a.m.**, at the Jefferson County Highway Department.

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