



Jefferson County Highway Committee Meeting

**Tuesday, March 26, 2019
8:30 A.M.**

**Committee Room
1425 Wisconsin Drive
Jefferson, Wisconsin 53549**

**Committee Members: Walt Christensen – Chair, John Kannard- Vice Chair,
Dick Schultz – Secretary, Michael Wineke, Lloyd
Zastrow,**

Highway Commissioner: William T. Kern

AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approve minutes from February 26, 2019 Highway Committee meeting
7. Communications
8. Old Business a. None
9. New Business a. Discuss and approve the Local Road Improvement Program (LRIP) asphalt purchase bids for the following county projects:
 - County Highway CI (STH 106 – CTH Z)
 - b. Discuss and approve asphalt bids and milling bids for CTH B (CTH O to Morgan Road)
 - c. Discuss and approve quotes for 2018 hot-mix asphalt
 - d. Discuss and approve quotes for 2018 seal coat emulsion and application
 - e. Discuss and approve quotes for 2018 asphalt milling and pulverizing.
 - f. Discuss monthly financial account summary (YTD)
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date (April 30, 2019 – 8:30 a.m.)
13. Adjourn

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, February 26, 2019

The Jefferson County Highway Committee met on Tuesday, February 26, 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
J. Blair Ward, Corporation Counsel
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 29, 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:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Construction Projects**

- **Winter Maintenance**

Crews have been busy with numerous winter storm events in the second half of January and all through February

Shop crews have been busy with truck and plow equipment repairs with all the winter storm events

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

- **General Maintenance**

Crews are completing sign work and replacements through the winter

Crews are completing pavement patching between winter storms

- **Office/Shop Staff**

Office staff is working on all closing entries for 2018

Office staff will begin work on annual report data for 2018 when all closing is complete

OLD BUSINESS

NONE

NEW BUSINESS

9a. Discussion and possible action to Convey STH 26 Right-of-Way to the State of Wisconsin Department of Transportation

Corporation Counsel, J. Blair Ward, spoke in reference to the existing highway surplus right-of-way along STH 26 by Rita Lane that WisDOT is in the process of disposing of. The process would require the title of right-of-way, initially purchased by Jefferson County, to be transferred to WisDOT.

It was moved by Mr. Wineke and seconded by Mr. Kannard to approve the transfer of roadway as presented by WisDOT, and Convey STH 26 Right-of-Way to the State of Wisconsin Department of Transportation.

Carried by the following roll call:

AYES: Christensen, Kannard, Schultz, Wineke, Zastrow

NOES: None

ABSENT: None

ABSTAIN: None

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:	02/11/19	\$	80,424.82
BILLS:	02/18/19	\$	65,112.11
BILLS:	02/25/19	\$	7,795.92
COMMITTEE:	JAN	\$	456.44
P CARD:	FEB-GENERAL	\$	2,560.87
P CARD:	FEB-BILL	\$	99.00
P CARD:	FEB-BRIAN	\$	(12.14)
TOTALS:		\$	156,437.02

It was moved by Mr. Zastrow 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 by Mr. Schultz and seconded by Mr. Kannard to adjourn at 8:55 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, March 26, 2019, at 8:30 a.m.**, at the Jefferson County Highway Department.

Approval:

PRE-MIXED ASPHALTIC CONCRETE (LT)

For 2019 Highway Department Projects

[illegible]

JEFFERSON COUNTY HIGHWAY DEPARTMENT
BID RECAP SHEET

BITUMINOUS ASPHALT PRODUCTS
For 2019 Highway Department Projects

March 20, 2019

NAME OF BIDDER	EMULSION HFRS-2		EMULSION HFRS-2P		CATIONIC EMULSION CRS-2		CATIONIC EMULSION CRS-2P		CATIONIC EMULSION CRS-2PD		CATIONIC EMULSION CSS-1	
	PRODUCT	APPLIED	PRODUCT	APPLIED	PRODUCT	APPLIED	PRODUCT	APPLIED	PRODUCT	APPLIED	TRANSPORT	FOB SHIP PT
HENRY G. MEIGS, INC. Portage, WI	\$1.9706	\$2.2906	\$2.1706	\$2.4906	\$1.9706	\$2.2906	\$2.1706	\$2.4906	\$1.7506	\$2.0706		\$1.8500
		***		***		***		***		***		
FLINT HILL RESOURCES Stevens Point, WI or Dubuque, IA	\$1.8390		\$2.0336		\$1.8468		\$2.0596		\$1.6356			\$1.8043
	PRODUCT		PRODUCT		PRODUCT		PRODUCT					
FAHRNER ASPHALT SEALERS, LLC Plover, WI	\$0.3200		\$0.3200		\$0.3200		\$0.3200		\$0.3200			
	APPLICATION		APPLICATION		APPLICATION		APPLICATION		APPLICATION			
	\$2.1590		\$2.3536		\$2.1668		\$2.3796		\$1.9556			
	TOTAL		TOTAL		TOTAL		TOTAL		TOTAL			

*** Application charges of \$0.32/gal. will be invoiced separately by Meigs Advantage, LLC.

JEFFERSON COUNTY HIGHWAY DEPARTMENT
BID RECAP SHEET

FULL DEPTH PULVERIZING / MILLING

For 2019 Highway Department Projects

March 20, 2019

NAME OF BIDDER	FULL DEPTH PULVERIZING				MILLING			COMMENTS
	SQ. YD.	HOURLY	EQUIPMENT		SQ. YD.	HOURLY	EQUIPMENT	
PAYNE & DOLAN Waukesha, WI	\$0.3170		CMI 800	1"	\$0.4730			
	Total \$38,991.00			1.5"	\$0.3240			
				2"	\$0.6980			
				3"	\$0.9230			
				4"	\$1.0620			
PAVEMENT MAINTENANCE Menomonee Falls, WI	\$0.3900		Wirtgen	1"	\$0.6400		Wirtgen W250 (8')	
	Total \$47,970.00		WR250	1.5"	\$0.6600		Wirtgen W220 (7')	
			WR2500	2"	\$0.6800		Wirtgen W150 (2'3/4')	
				3"	\$0.7600			
				4"	\$0.7800			
TRI-COUNTY PAVING INC. DeForest, WI	\$0.2650		Wirtgen	1"	\$0.2160			
	Total \$32,595.00		WR250	1.5"	\$0.2920			
			WR2500S	2"	\$0.3110			
				3"	\$0.3960			
				4"	\$0.5290			
WK CONSTRUCTION Middleton, WI	\$0.5900		Wirtgen	1"	\$0.4900			
	Total \$72,570.00		WR250	1.5"	\$0.3840			
				2"	\$0.6900			
				3"	\$1.1600			
				4"	\$1.3700			
KARTECHNER BROTHERS LLC Waupun, WI	\$0.2390		Caterpillar	1"	\$0.2750		Caterpillar PM825	
	Total \$29,397.00		RM-500	1.5"	\$0.2950			
			RM-800	2"	\$0.3150			
				3"	\$0.3950			
				4"	\$0.4950			
THE KRAEMER COMPANY Plain, WI	\$0.4240		Terex	1"	\$0.4410		Wirtgen W250	
	Total \$52,152.00		800	1.5"	\$0.4410		8' Drum	
			950	2"	\$0.5100			
				3"	\$0.5900			
				4"	\$1.3300			

JEFFERSON COUNTY HIGHWAY DEPARTMENT SUMMARY OF MAJOR COUNTY ACCOUNTS

3/21/2019 14:28

03/21/19

LABOR 3-4-19
EQUIPMENT 3-4-19
MATERIALS 3-4-19
SHOP MATERIALS 3-4-19

PERCENT OF LABOR YEAR 12.33%

ACCOUNT	AVAILABLE	SPENT	APPROVED TRANSFER	BALANCE	PERCENT SPENT
53311 COUNTY MAINTENANCE	2,561,209.02	107,820.91	0.00	2,453,388.11	4.21%
53312 COUNTY CONSTRUCTION	5,725,547.88	58,668.93	0.00	5,666,878.95	1.02%
53313 WINTER MAINTENANCE	1,180,819.40	667,554.03	0.00	513,265.37	56.53%
	9,467,576.30	834,043.87	0.00	8,633,532.43	8.81%
53314 BRIDGE MAINTENANCE	0.00	0.00	0.00	0.00	0.00%
53315 FUNDED PROGRAMS	0.00	0.00	0.00	0.00	0.00%
	0.00	0.00	0.00	0.00	0.00%
	9,467,576.30	834,043.87	0.00	8,633,532.43	8.81%

53313 WINTER MAINTENANCE 2019

3/21/2019 14:28

LABOR 3-4-19															
EQUIPMENT 3-4-19															
MATERIALS 3-4-19															
SHOP MATERIALS 3-4-19															
WINTER MAINTENANCE															
Labor															
Fringe															
Machinery															
Transfers/Journal Entries															
Materials															
EXPENSE															
REMAINING															
TOTAL EXPENSE BY ACTIVITY															
ORIGINAL BUDGET TOTAL															
APPROVED CARRY OVER															
TOTAL AVAILABLE															
APPROVED TRANSFER															
TOTAL AVAILABLE															
ESTIMATED EXPENSES (equipment storage/building & grounds)															
TOTAL EXPENSES															
TOTAL REMAINING															
date	reg. hours	o.t. hours	total hours	\$ labor	\$ incidental	\$ sm tool	\$ equipment	\$ salt	\$ salt brine	\$ calcium	\$ beet juice	\$ sand	\$ misc.		
1/1/2019	0.00	34.75	34.75	1,165.13	908.92	43.58	2,683.27	5,343.75	777.98						
1/2/2019	110.50	2.25	112.75	2,573.88	2,007.88	96.22	6,147.20	4,275.00	1,171.94						
1/3/2019	43.50		43.50	964.61	752.49	36.06	2,330.21	375.00	119.00						
1/4/2019	9.50		9.50	216.04	168.53	8.08	125.12	0.00	0.00						
1/5/2019		2.00	2.00	65.90	51.41	2.46	75.34	18.75	5.60						
1/8/2019	2.00		2.00	49.68	38.76	1.86	116.52	0.00	0.00						
1/11/2019	9.25		9.25	216.32	168.75	8.09	556.23		217.00		57.68				
1/14/2019	2.00		2.00	43.93	34.27	1.64	37.67	37.50							
1/15/2019	1.00		1.00	21.97	17.14	0.82	75.34	37.50							
1/18/2019	4.00	49.25	53.25	1,798.50	1,403.01	67.23	3,831.92	1,481.25	578.55						
1/19/2019		98.00	98.00	3,466.44	2,704.17	129.58	7,452.11	7,462.50	896.98	66.17					
1/20/2019		48.50	48.50	1,638.09	1,277.87	61.24	3,681.36	56.25	0.42						
1/21/2019	79.00		79.00	1,849.13	1,442.50	69.13	5,250.99	2,700.00	500.78	170.15					
1/22/2019	60.50	47.50	108.00	3,058.39	2,385.85	114.33	7,786.97	3,712.50	686.70						
1/23/2019	74.00	47.25	121.25	3,383.95	2,639.82	126.50	9,243.49	7,068.75	861.00						
1/24/2019	82.50	7.75	90.25	2,203.93	1,719.28	82.39	6,517.98	187.50	56.70						
1/25/2019	52.50	26.50	79.00	2,163.28	1,687.58	80.87	4,878.33	337.50	29.40						
1/28/2019	84.00	79.25	163.25	4,753.49	3,708.20	177.69	12,384.27	5,793.75	662.76	7.58					
1/29/2019	107.00	50.50	157.50	4,341.18	3,386.55	162.28	11,587.06	37.50	2.90	6.30					
1/30/2019	86.50	10.25	96.75	2,384.14	1,859.86	89.12	8,011.36	18.75							
1/31/2019	74.00	2.00	76.00	1,845.48	1,439.66	68.99	4,465.76	75.00							
2/1/2019	95.50	3.50	99.00	2,377.56	1,854.73	88.88	8,014.05	5,287.50	119.42						
2/4/2019	10.00	1.00	11.00	261.98	204.37	9.79	75.62	18.75							
2/5/2019	9.00	28.50	37.50	1,202.16	937.81	44.94	2,580.07	4,200.00	518.00						
2/6/2019	85.75	79.50	165.25	4,776.24	3,725.94	178.55	11,803.62	15,818.75	1,648.92						
2/7/2019	79.50	91.50	171.00	5,045.35	3,935.88	188.60	12,606.03	16,563.75	1,136.10						
2/8/2019	26.50	0.00	26.50	625.54	487.98	23.38	534.50	26.25							
2/10/2019	0.00	55.25	55.25	1,909.98	1,489.98	71.40	4,270.29	5,850.00	921.76						
2/11/2019	66.75	15.25	82.00	2,105.09	1,642.18	78.69	5,875.52	1,762.50	721.14						
2/12/2019	93.25	77.50	170.75	4,940.31	3,853.93	184.88	12,852.26	5,006.25	815.32						
2/13/2019	101.50	28.00	129.50	3,384.05	2,639.90	126.50	9,949.25	3,825.00	776.16						
2/14/2019	95.25		95.25	2,252.81	1,757.42	84.21	5,129.64	300.00	126.70						
2/15/2019	74.50		74.50	1,766.47	1,378.02	66.04	3,389.36	337.50	1.96						
2/17/2019		134.75	134.75	4,652.25	3,629.22	173.91	10,738.30	618.75	533.26						
2/18/2019	89.50	34.00	123.50	3,315.95	2,586.77	123.96	8,264.86	5,737.50	739.08						
2/19/2019	55.50		55.50	1,360.88	1,061.62	50.87	2,259.86								
2/20/2019	85.00	45.25	130.25	3,576.78	2,790.25	133.71	9,734.03	5,193.75	1,086.05						
2/21/2019	15.00		15.00	346.05	269.95	12.94									
2/22/2019	48.75		48.75	1,141.64	890.59	42.68	3,679.83								
2/23/2019		70.00	70.00	2,439.30	1,902.90	91.18	5,305.02	5,568.75	572.32						
2/24/2019		27.25	27.25	951.18	742.02	35.56	2,134.12	2,850.00	555.24						
2/25/2019	9.00		9.00	197.71	154.23	7.39	226.02	75.00							
2/26/2019	9.50	1.00	10.50	258.80	200.33	9.60	245.99	37.50	1.40						
2/27/2019	84.50	33.00	117.50	3,138.28	2,448.17	117.31	8,033.55	5,587.50	1,051.26	72.48					
2/28/2019			0.00		0.00	0.00									
3/1/2019	3.00	1.00	4.00	104.60	81.60	3.90	192.14								
3/2/2019	0.00	48.25	48.25	1,673.48	1,305.48	62.60	3,625.00	3,918.75	737.10	50.42					
3/3/2019	0.00		0.00		0.00	0.00									
3/4/2019	0.00		0.00		0.00	0.00									
2,019.00	1,280.25	3,295.25	92,005.90	71,773.77	3,439.41	228,537.43	127,402.50	18,728.78	373.08	57.68	3,802.76	34,588.72			
HOURLY COSTS				27.887	21.755	1.042	69.270	38.616	0.204	0.004	0.001	0.063	10.484		
							231,976.84	1,698.70	133,777.00	589.85	40.00	1,521.10			
							equip. total	tons salt	gallons brine	calcium	gallons beet				

53311 C.T.H.S. MAINTENANCE		2019	
3/21/2019 14:28			
LABOR 3-4-19			
EQUIPMENT 3-4-19			
MATERIALS 3-4-19			
SHOP MATERIALS 3-4-19	ORIGINAL BUDGET	RE-ESTIMATED TOTALS	TOTAL
GENERAL PATROL	1,254,325.00	1,254,325.00	
General Maintenance - 311.01			107,820.91
EXPENSE	107,820.91	107,820.91	107,820.91
REMAINING	1,146,504.09	1,146,504.09	
CRACK SEAL	85,000.00	85,000.00	
NORMAL CRACK SEALING EXP.	0.00	0.00	0.00
REMAINING	85,000.00	85,000.00	
SIGNING 311.844	132,500.00	132,500.00	
NORMAL SIGNING EXPENSE	0.00	0.00	0.00
REMAINING	132,500.00	132,500.00	16,337.25
PAVEMENT MARKING 311.840	145,000.00	145,000.00	
EXPENSE	0.00	0.00	0.00
REMAINING	145,000.00	145,000.00	
BITUMINOUS SEALCOATING	230,000.00	230,000.00	
CTH N Sec. 14		Gal.	0.00
0.0 miles		Tons	
CTH		Gal.	0.00
0.0 miles		Tons	
CTH		Gal.	0.00
0.0 miles		Tons	
CTH		Gal.	0.00
0.0 miles		Tons	
RESEAL ROADS			0.00
EXPENSE	0.00	0.00	0.00
REMAINING	230,000.00	230,000.00	
BUILDING ALLOCATION	91,466.00	91,466.00	
ESTIMATED EXPENSE	0.00	0.00	0.00
REMAINING	91,466.00	91,466.00	
MISC., HIT & RUNS, INVENT. ADJ.			
HIT & RUNS	6,000.00	6,000.00	0.00
FIRE CALLS	0.00	0.00	0.00
UNCOLLECTABLES	0.00	0.00	0.00
INVENTORY ADJUSTMENTS		0.00	0.00
ESTIMATED EXPENSE	0.00	0.00	0.00
REMAINING	6,000.00	6,000.00	
TOTAL EXPENSE BY ACTIVITY	107,820.91	107,820.91	107,820.91
ORIGINAL BUDGETED TOTAL	1,944,291.00	1,944,291.00	
APPROVED BUDGET CHANGES	0.00	0.00	
APPROVED BUDGET	1,944,291.00	1,944,291.00	
APPROVED CARRY OVER	616,918.02	616,918.02	
TOTAL AVAILABLE	2,561,209.02	2,561,209.02	
TOTAL EXPENSES	107,820.91	107,820.91	
TOTAL REMAINING	2,453,388.00	2,453,388.11	

53311 C.T.H.S. MAINTENANCE		2019	
3/21/2019 14:28			
LABOR 3-4-19			
EQUIPMENT 3-4-19			
MATERIALS 3-4-19			
SHOP MATERIALS 3-4-19	ORIGINAL BUDGET	RE-ESTIMATED TOTALS	TOTAL

53312 C.T.H.S. CONSTRUCTION		2019	
3/21/2019 14:28			
LABOR 3-4-19			
EQUIPMENT 3-4-19			
MATERIALS 3-4-19			
SHOP MATERIALS 3-4-19	ORIGINAL BUDGET	RE-ESTIMATED TOTALS	TOTAL
BITUMINOUS SURFACING			
CTH A 2.00 mi. (Crossman Rd - Lake Mills)	0.00	895,637.07	-
CTH J (access rd.)	0.00	77,319.80	36,856.58
CTH B - Waukeshau to Dane	2,896,214.00	2,896,214.00	2,531.06
CTH "J" (STH 106 TO US 12) Phase I	100,000.00	100,000.00	-
CTH CI (STH 106 - STH Z)	1,600,000.00	1,600,000.00	-
General Paving	0.00	0.00	-
EXPENSE	39,387.64	39,387.64	39,387.64
REMAINING	4,556,826.36	5,529,783.23	
ENGINEERING			0.00
CTH A (C - 106)	0.00	0.00	0.00
CTH H recording fees	0.00	0.00	0.00
CTH J (C - STH 12)	0.00	0.00	0.00
CTH K (STH 12 - ROCK CO)	0.00	0.00	0.00
EXPENSE	0.00	0.00	0.00
REMAINING	0.00	0.00	
BUILDING ALLOCATION	0.00	156,377.01	
ESTIMATED EXPENSE	19,281.29	19,281.29	19,281.29
REMAINING	(19,281.29)	137,095.72	
MISC., INVENTORY ADJUSTMEN	0.00	0.00	
ESTIMATED EXPENSE	0.00	0.00	0.00
REMAINING	0.00	0.00	
ICC COMPUTER CHARGES	0.00	0.00	0.00
IP TELEPHONY ALL	0.00	0.00	0.00
ESTIMATED EXPENSE	0.00	0.00	0.00
REMAINING	0.00	0.00	
MISC.	0.00	0.00	0.00
TRAINING			0.00
EXPENSE	0.00	0.00	0.00
REMAINING	0.00	0.00	
TOTAL EXPENSE BY ACTIVITY	58,668.93	58,668.93	
BUDGETED TOTAL	4,596,214.00	5,725,547.88	
TOTAL EXPENSES	58,668.93	58,668.93	
TOTAL REMAINING	4,537,545.07	5,666,878.95	

[illegible]

MATERIALS 3-4-19

Description: Mill, Pave, Shoulder

[illegible]

[illegible]

1/21/2019 14:28

1

LABOR 3-4-19

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EQUIPMENT 2419

MATERIALS 54-19

CTH CI (STH 106 - STH Z)

Description: Pulverize and pave

[illegible]

Jefferson County Highway Department Highway Operations Report

March, 2019

Operations Summary

Winter Maintenance

- Crews were very busy thru early March with winter maintenance events, but will now we transitioning into more general maintenance activities
- All employees did an excellent job with the winter maintenance transition to new best practice techniques including a large increase in the use of salt brine

General Maintenance

- Crews are completing sign work and replacements through the winter
- Crews are completing pavement patching between winter storms
- Crews did a great job opening frozen culverts and creating paths for the water to minimize highway flooding issues during the quick snow melt

Office/Shop Work

- Office staff closed all accounts and books for 2018 and re-opened new accounts and projects for 2019
- Office staff is working on all final 2018 reports including the summary 2018 financial report