

**JEFFERSON COUNTY HIGHWAY COMMITTEE  
MEETING MINUTES**

**Tuesday, June 30, 2020**

The Jefferson County Highway Committee met on Tuesday, June 30, 2020, at 8:30 A.M. for a meeting at the Highway Office.

**ROLL OF THE HIGHWAY COMMITTEE:**

Members present: Dick Schultz; Lloyd Zastrow; George Jaeckel; Mike Kelly; Laura Payne

Members absent: None

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

Purpose of the meeting was to review and approve vouchers and other highway business.  
Administrator Wehmeier called the meeting to order

**4. ELECTION OF HIGHWAY COMMITTEE CHAIR**

It was moved by Mr. Kelly and second by Mr. Schultz to nominate George Jaeckel as Highway Committee Chair. No other nominations. A unanimous vote was favorable.

Carried by the following roll call:

AYES: Schultz, Zastrow, Jaeckel, Kelly, Payne

NOES: None

ABSENT: None

ABSTAIN: None

**4. ELECTION OF HIGHWAY COMMITTEE VICE-CHAIR**

It was moved by Mr. Jaeckel and second by Mr. Zastrow to nominate Mike Kelly as Highway Committee Vice-Chair. A unanimous vote was favorable.

Carried by the following roll call:

AYES: Schultz, Zastrow, Jaeckel, Kelly, Payne

NOES: None

ABSENT: None

ABSTAIN: None

**4. ELECTION OF HIGHWAY COMMITTEE SECRETARY**

It was moved by Mr. Zastrow and second by Mr. Schultz to nominate Laura Payne as Highway Committee Secretary. A unanimous vote was favorable.

Carried by the following roll call:

AYES: Schultz, Zastrow, Jaeckel, Kelly, Payne

NOES: None

ABSENT: None

ABSTAIN: None

**HIGHWAY COMMITTEE MINUTES:** The minutes from the February 25, 2020 Highway meeting, having been distributed in advance, it was moved by Mr. Schultz and seconded by Mr. Zastrow to approve the minutes as printed.

Carried by the following roll call:

AYES: Schultz, Zastrow, Jaeckel, Kelly, Payne

NOES: None

ABSENT: None

ABSTAIN: None

**CORRESPONDENCE:**

Newsletters/E-Mails:

- Letter dated 5/17/20 from Tom Osowski, regarding safety concern on CTH “B” at Polo Lane

News Releases/Notices:

- None

**PUBLIC COMMENT:**

- None

**HIGHWAY COMMISSIONER'S REPORT:**

- **General Maintenance (County Highways)**
  - Crews called in for 3 winter storms after March 1
  - Removed plows, plow hitches, wings, sanders, liquid spray units on 26 trucks to convert for project use
  - Shoulder retrieving – 3/17 until 4/13 all county roads were retrieved (510 miles)
  - Shoulder maintenance – placed gravel in low areas throughout the county system
  - CTH “T” Culvert Failure – replaced failed culvert on CTH “T”, emergency highway closure. Culvert was 60” x 48’. Culvert was nearly 20’ deep to the bottom. During excavation we encountered an old concrete box culvert. Project began 3/12 and was finished 3/19.
  - Crack sealed – CTH “W”; CTH “G”; CTH “J”; CTH “B” (12.6 miles completed to date)
  - Tree and brush removals on various highways
  - Sign Work – Numerous signs repaired and replaced
  - Bridge/Guardrail Work – Guardrail repairs and bridge deck sealing in progress
  
- **General Maintenance (State Highways)**
  - Shoulder retrieving – 35% of the road system was retrieved (175 miles)
  - Shoulder maintenance – placed gravel in low areas throughout the state system
  - Concrete joint repair work STH 26 – removed and replaced bad concrete along 26. Work began 4/20 and work is still in progress, 45 concrete patches completed to date (5’ to 15’)
  - Crack seal work – completed US 18 (Jefferson to Cambridge) – 9 miles
  - Mud jacked box culvert under I-94
  - Tree and brush removal along various state highways
  
- **General Maintenance (Town Highways, Misc.)**
  - Town of Palmyra
    - Thayer Road culvert extensions and guardrail
    - Replace culvert at Tower Road 24” x 50’
    - Replace culvert at Little Prairie Road 28” x 20” x 34’
    - Pipe liner Wostkunski Road 27” x 36’
    - Closed off Lowland Road permanently including signage, pavement removals and guardrail. Roadway no longer crosses railroad tracks
  - Town of Watertown
    - Eastgate Drive/Circle Drive – Ditching and paving work completed
  - Village of Sullivan
    - Completed shoulder paving on various roads
  - WI DNR – Delivery of gravel and boulders to various locations

• **Construction/Project Work**

- Old Highway Shop/Park – Work began last fall and was shut down over winter. We started back up on 4/6. Spring work included placing gravel on roadway and parking lots and preparation work for curb and gutter. Paving work is scheduled for late June/early July.
- Glacial River Trail – Work began 3/30 and completed 4/2. Work included excavation down 15 feet to remove woody vegetation and debris buried under the bike trail that was causing settling issues. Site was backfilled and restored. Project is complete
- CTH “E” (Palmyra to Sullivan) – Crews pulverized, graded and prepared section for paving, and completed all paving work. Project is complete. Totals: 8.23 miles, 31,000 tons of asphalt
- CTH “A” (South of Lake Mills) – Project work began in June. Realigning section just outside of Lake Mills, project is in progress.

**OLD BUSINESS**

NONE

**NEW BUSINESS**

**9a. Update Highway Committee on 2020 construction and maintenance projects**

Commissioner Kern updated the Highway Committee on the completion and progress of project work over the last three months. No Motion

**9b. Discuss and take action on Petition for Annexation of Right of Way for CTH B and CTH V ( Lake Mills)**

The Highway Committee reviewed and discussed the annexation of right-of-way on the section of CTH B and CTH V on the west end of the City of Lake Mills.

It was moved by Mr. Jaeckel and seconded by Ms. Payne to approve the annexation request by the City of Lake Mills. The Committee would also request the County begin discussion on a future jurisdictional transfer of the highway sections.

Carried by the following roll call:

AYES: Schultz, Zastrow, Jaeckel, Kelly, Payne

NOES: None

ABSENT: None

ABSTAIN: None

**9c. Discuss 2020 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:	06/22/20	\$ 47,439.08
BILLS:	06/29/20	<u>\$ 300,093.58</u>
TOTALS:		\$ 347,532.66

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

- Carried by the following roll call:
- AYES: Schultz, Zastrow, Jaeckel, Kelly, Payne
- NOES: None
- ABSENT: None
- ABSTAIN: None

Motion to adjourn, by Mr. Schultz and seconded by Mr. Kelly at 9:25 a.m.

- Carried by the following roll call:
- AYES: Schultz, Zastrow, Jaeckel, Kelly, Payne
- NOES: None
- ABSENT: None
- ABSTAIN: None

The next meeting will be held on **Tuesday, July 28, 2020, at 8:00 a.m.**, at the Jefferson County Highway Department.

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