

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, March 30, 2021

The Jefferson County Highway Committee met on Tuesday, March 30, 2021, 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 (Zoom); Laura Payne (Zoom)

Members absent: None

Also Present: William Kern, Highway Commissioner
Ben Wehmeier, County Administrator
J. Blair Ward, Corporation Counsel
Paul Milbrath, Sheriff
Brian Udovich, Highway Department
Ryan Broedlow, Highway Department
Ann Jenswold, Highway Department (Zoom)
Frankie Fuller (Zoom)
Charles Kuhl, Town Waterloo (Zoom)
Jim Heinz, Town Lake Mills
Erick Frommgen, Town Concord
Bill Ingersoll, Town Concord
Bill Blaska, Quad County Runners ATV Club

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

HIGHWAY COMMITTEE MINUTES: The minutes from the February 23, 2021 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:

- None

News Releases/Notices:

- None

PUBLIC COMMENT:

- None

HIGHWAY COMMISSIONER'S REPORT:

- **Construction Projects**

- **Winter Maintenance**

Crews completed winter operations on a few minor storms in March and are transitioning to spring maintenance work

Crews will begin removing all plow equipment from trucks over the next few weeks

- **General Maintenance**

Crews are working on sign installs & repairs

Crews are working on patching repairs as needed

Crews are working on county/state crack sealing work

Crews are completing guardrail and bridge repair work

- **Office/Administrative Staff**

Staff is planning and scheduling for all 2021 construction projects

Office staff has closed books for 2020 and is beginning to develop all year-end financial reports

OLD BUSINESS

8a. Review and approve ATV/UTV ordinance for County Highways

Commissioner Kern reviewed the latest draft of the ATV/UTV ordinance with the Committee.

Statistic information from the DNR was presented regarding Off-Highway Vehicle Fatal

Accidents for the years 2019 through March 22, 2021. It was shown that two fatalities occurred during this time; one in Jefferson County June 2019, and one in Dodge County August 2020.

Both accidents happened on private property, not county routes. It was stated that currently there are 4,296 ATV and 1,436 UTV registered vehicles in Jefferson County.

There was discussion on what constitutes a county route and connector route. Ms. Payne would like to see maps that showed where the routes are. Mr. Schultz had concerns regarding how enforcement will happen without knowing what the trails are. Mr. Zastrow has concerns regarding turn signals, speeds of vehicles, seatbelt usage, sign costs, and how non club members would be informed of routes or rules. The Sheriff addressed some of the concerns stating that maps are available for the users, but posted signs are the best way to designate what the routes are. He stated that there have not been problems on the roadways with ATV/UTV usage, most of the issues his department is encountering are happening on private property. He mentioned that the Clubs have been good to work with, and that there is a good working relationship with them. The Committee made revisions to the draft ordinance, and added a clause that the ordinance shall be reviewed in its entirety before November 30, 2022 by the Highway Committee.

It was moved by Mr. Schultz and seconded by Mr. Kelly to recommend to the Jefferson County Board of Supervisors, the revised ATV/UTV ordinance with the sunset provision to review the ordinance in November 2022.

Carried by the following roll call:

AYES: Schultz, Jaeckel, Kelly

NOES: Zastrow, Payne

ABSENT: None

ABSTAIN: None

NEW BUSINESS

9a. Discuss roadside mailbox policy

Administrator Wehmeier brought this agenda item forward due to questions from the County Board members regarding a claim that came forward at the past meeting. The claim was not known at the Highway Department, it went straight to the County. When the Highway Department learned of the claim, and contacted the resident, the resident did not want to work with the Highway Department. It was stated how the Highway Department investigates damaged mailboxes, and the means to repair or replace them if the damage was caused by the plow truck. There was discussion that this item will come back on an upcoming agenda to review policy language and prices of mailbox repair or replacement. No Motion

9b. Discuss 2021 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: 02/22/21

\$ 52,667.46

BILLS:	03/01/21	\$	19,318.29
BILLS:	03/08/21	\$	64,644.92
BILLS:	03/15/21	\$	1,464.58
BILLS:	03/15/21	\$	30,172.21
BILLS:	03/22/21	\$	278,735.84
COMMITTEE:	FEB	\$	308.04
P-CARD:	FEB-BRIAN	\$	200.00
P-CARD:	FEB-GENERAL	\$	5,160.90
P-CARD:	MAR-BRIAN	\$	1,262.39
P-CARD:	MAR-GENERAL	\$	<u>2,494.07</u>
TOTALS:		\$	456,428.70

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. Zastrow at 10:25 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, April 27, 2021, at 8:30 a.m.**, at the Jefferson County Highway Department.

Approval: _____
