

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, March 29, 2022

The Jefferson County Highway Committee met on Tuesday, March 29, 2022, 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
Ryan Broedlow, Highway Department
Ann Jenswold, Highway Department
Brian Udovich, Highway Department
Atty. Joe Owens, Signs R Us Co.
Mike Martin, Signs R Us Co.
Matt Zangl, Zoning
Joan Callan (Zoom)

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

HIGHWAY COMMITTEE MINUTES: The minutes from the February 22, 2022 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:

- **Winter Maintenance**

Crews busy with several small winter events in the last month

Crews will begin to remove winter plow equipment over the next few weeks

- **Office/Shop**

Office/Shop staff is working on 2021 financial summary information and report

Shop staff is beginning to remove all winter maintenance equipment from trucks

Shop staff beginning to prepare construction equipment for the upcoming construction season

- **General Maintenance**

Crews are working on grading and pulling-up gravel shoulders

Crews working on asphalt patching repairs

Crack seal crew is working on county highways

Crews are completing sign installation and repairs

OLD BUSINESS

- None

NEW BUSINESS

9a. Discussion and possible action on granting a license to SIGNS-R-US, LLC to allow use of air space above County Road B right-of-way for the installation of a billboard/sign in the Town of Concord near W945 County Road B

The Committee heard from Joe Owens, Attorney for SIGNS-R-US, LLC and J. Blair Ward, Jefferson County Corporation regarding the proposed license agreement. It was stated that WisDOT approved the signage in their right-of-way. There was discussion regarding sign placement and air space. Questions were answered.

It was moved by Mr. Schultz and seconded by Mr. Zastrow that the Highway Committee approves the license at this level and approves the license as proposed.

Carried by the following roll call:

AYES: Schultz, Zastrow, Jaeckel
NOES: Kelly, Payne
ABSENT: None
ABSTAIN: None

9b. Review and take action on approving a quit claim deed right of way transfer of parcel in the Town of Ixonia to WisDOT

WisDOT is in the process of disposing of surplus right of way located along STH 16 (Wisconsin Avenue) in the Town of Ixonia in Jefferson County. The disposal process requires that the title to the right of way, initially purchased by Jefferson County be transferred to WisDOT.

It was moved by Mr. Kelly and seconded by Mr. Schultz to approve the quit claim deed – transfer of right of way to WisDOT for the area along STH 16 (Wisconsin Avenue) in the Town of Ixonia.

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

9c. Discuss 2022 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:	02/08/22	\$	684.91
BILLS:	02/14/22	\$	132.42
BILLS:	02/14/22	\$	32,052.51

BILLS: 02/22/22	\$ 90,465.86
BILLS: 03/07/22	\$ 280.91
BILLS: 03/07/22	\$ 33,101.86
BILLS: 03/14/22	\$ 19,555.80
BILLS: 03/21/22	\$ 900.00
BILLS: 03/21/22	\$ 61,451.32
BILLS: 03/21/22	\$ 421.06
P-CARD: FEBRUARY-GENERAL	\$ 3,343.12
COMMITTEE: FEBRUARY	\$ 126.96
P-CARD: FEBRUARY-BILL	\$ 86.86
P-CARD: MARCH-GENERAL	\$ 6,283.39
P-CARD: MARCH-BRIAN	<u>\$ 917.39</u>
TOTALS:	\$ 249,804.37

It was moved by Mr. Schultz and seconded by Mr. Jaeckel 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 9:15 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 26, 2022, at 8:30 a.m.**, at the Jefferson County Highway Department, if a committee is appointed at that time.

Approval: _____