

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Wednesday, February 20, 2008

The Jefferson County Highway Committee met on Wednesday, February 20, 2008, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Ron Buchanan; Blane Poulson; Robert Yachinich; Don Reese

Members absent: John Molinaro

Also Present: William Kern, Highway Commissioner
Terri Palm, Human Resources

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

HIGHWAY COMMITTEE MINUTES: The minutes from the January 16, 2008 meeting, having been distributed in advance, it was moved by Mr. Reese and seconded by Mr. Yachinich to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Poulson, Yachinich, Reese

NOES: None

ABSENT: Molinaro

ABSTAIN: None

CORRESPONDENCE:

- Letter from Office of Railroad Commissioner

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- None

HIGHWAY COMMISSIONER'S REPORT:

- General Maintenance work being done
 - Patching – Various patching on state and county highways
 - Bridge and Sign maintenance on county, state, and town roads
 - Brushing and tree removal work
- Winter Maintenance
 - Regular winter maintenance duties (Day, Night and Weekends)
- Shop Operations and Office Operations
 - Busy with truck repairs from winter maintenance work
 - Working on the set-up of new tri-axle trucks
 - Working on year end inventory for all parts and materials
 - Closing books and end of year accounting work

OLD BUSINESS

Discussion and review of 2007 end of year financial account status and recommendations for 2008 carryover.

NEW BUSINESS

9c. Consider Highway Employee recognition event.

The committee discussed with Terri Palm the possibility of a Highway Employee Recognition Program with a hot breakfast on February 22, 2008 at 7:00 am at the Fair Grounds Activity Center.

It was moved by Mr. Poulson and seconded by Mr. Reese to support Human Resources to provide a Hot Breakfast Recognition Program on February 22, 2008 at the Fair Park Activity Center at 7:00 am.

Carried by the following roll call:

AYES: Buchanan, Poulson, Yachinich, Reese

NOES: None

ABSENT: Molinaro

ABSTAIN: None

9a. Review Winter Maintenance fund balance and discuss transfer of funds.

The committee discussed the Winter Maintenance fund with an approximate \$80,000.00 balance. The possibility of a transfer was discussed.

9b. Review 2008 monthly financial account summary.

The committee discussed the highway operations report and interstate maintenance.

REVIEW & APPROVE VOUCHERS: The vouchers held the following totals resulting:

BILLS:	01/21/08 for 2008	4,000.00
BILLS:	01/22/08 for 2007	2,370.91
BILLS:	01/22/08 for 2008	60,478.86
BILLS:	01/30/08 for 2008	123,417.92
BILLS:	02/06/08 for 2008	51,161.49
BILLS:	02/20/08 for 2008	176,251.17
COMMITTEE:	JANUARY	<u>327.52</u>
TOTALS:		\$418,007.87

It was moved by Mr. Reese and seconded by Mr. Yachinich that the bills are allowed as reviewed.

Carried by the following roll call:

- AYES: Buchanan, Poulson, Yachinich, Reese
- NOES: None
- ABSENT: Molinaro
- ABSTAIN: None

The next regular Highway Committee meeting will be held on March 5, 2008, starting at 8:00 A.M. at the Jefferson County Highway Department.

Motion by Mr. Reese and seconded by Mr. Yachinich to adjourn.

Carried by the following roll call:

- AYES: Buchanan, Poulson, Yachinich, Reese
- NOES: None
- ABSENT: Molinaro
- ABSTAIN: None

Approval: _____

John Molinaro, Secretary