



Agenda

Jefferson County Highway Committee Meeting

Tuesday, April 7, 2015

8:00 a.m.

Office of the Highway Commissioner – Committee Room
141 West Woolcock Street
Jefferson, Wisconsin 53549

Committee Members: George Jaeckel - Chairman, Walt Christensen - Vice Chairman, Al Counsell - Secretary, Carlton Zentner, Ron Buchanan

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 March 4, 2015 Highway Committee meeting
7. Communications
8. Old Business a. None
9. New Business a. Review and approve the Local Road Improvement Program (LRIP) asphalt purchase bids for County Highway A and County Highway J
 b. Review and approve bids for 2015 hot-mix asphalt
 c. Review and approve bids for 2015 seal coat emulsion and application
 d. Review and approve bids for 2015 asphalt milling and pulverizing
 e. Review and approved bids for limestone crushing at Strasburg Quarry
 f. Review equipment turnover plan and equipment operations
 g. Update on new highway facility construction progress
 h. Review monthly financial account summary
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date – May 5, 2015
13. Adjourn

Note: The Highway Committee may discuss and/or take action on any item specifically listed on the agenda.

"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**

Wednesday, March 4, 2015

The Jefferson County Highway Committee met on Wednesday, March 4, 2015, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Ron Buchanan; George Jaeckel; Walt Christensen; Al Counsell; Carlton Zentner

Members absent: None

Also Present: William Kern, Highway Commissioner
Ben Wehmeier, County Administrator
Ann Jenswold, Highway Department
Greg Winter, Highway Department
Erik Coonen, Highway Department
Bill Buglass, Payne & Dolan
J. Blair Ward, Corporation Counsel
Jim Schroeder, County Board Chair

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

HIGHWAY COMMITTEE MINUTES: The minutes from the January 20, 2015 Highway meeting, having been distributed in advance, it was moved by Mr. Buchanan and seconded by Mr. Christensen to approve the minutes as printed.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell, Zentner

NOES: None

ABSENT: None

ABSTAIN: None

CORRESPONDENCE:

- E-mail from Lisa Meinholz, WisDOT Bureau of Highway Maintenance; regarding 2015/2016 sodium chloride municipal agreement

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Construction Projects**

- **Winter Maintenance**

Crews worked several snow events in December and early January

Supervisors are working on bringing salt inventories down to a minimal level by the end of the winter to minimize moving costs to the new facility

- **General Maintenance**

Crews are working on surface patching and shoulder maintenance

Crews are completing various brushing and tree removals

Crews completed various signing repair work and numerous sign/post replacements

Department will be utilized as a sign distribution center by WisDOT for several counties east of Dane County

Reviewing maintenance projects including several large WisDOT performance based projects for 2015

- **Office/Shop Staff**

Shop staff is receiving training on several new components at the new facility – the department will try to video the majority of the training sessions

Office staff closed books for 2014 and are now working on the 2014 financial report

Shop staff is working with Maas on the connections for all the shop/welding equipment at the new facility

OLD BUSINESS

NONE

NEW BUSINESS**9a. Discuss and approve SEWRPC Agreement**

The Southeastern Wisconsin Regional Planning Commission (SEWRPC) provides metropolitan planning services throughout a seven-county region. County Administrator, Ben Wehmeier, stated that 2.7 square miles by Ixonia is a part of this region. He stated that local planning will stay intact, there is no fee to be a part of the Commission, and it will give us more knowledge of what may come in regards to transportation changes in the future. If there is more growth in the future, the 2.7 miles may expand, this is decided by the Federal Government. This agreement was brought to the Highway Committee because of the transportation area. Questions from the committee were answered by Ben.

It was moved by Mr. Buchanan and seconded by Mr. Christensen to forward the SEWRPC Agreement to County Board for approval.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell, Zentner

NOES: None

ABSENT: None

ABSTAIN: None

9b. Review and approve new equipment bids (Scale, Mobile Vehicle Lifts, Sweeper/Scrubber)

Commissioner Kern discussed the truck scales and automated system for the scale. He discussed the vendors and bids received:

Cream City Stateline Scale	Rice Lake OTR 40'	\$64,400
Cream City Stateline Scale	Rice Lake OTR 75'	\$81,595
Capitol Scale Company	Rick Lake OTR 40'	\$73,900
Capitol Scale Company	Rice Lake OTR 75'	\$85,500
United Scale Corp.	B Tek Centurion 40'	\$67,337
United Scale Corp.	B Tek Centurion 72'	\$82,373
United Scale Corp.	B Tek Centurion 40'	\$73,337 Galvanized
United Scale Corp.	B Tek Centurion 72'	\$92,337 Galvanized

It was moved by Mr. Counsell and seconded by Mr. Buchanan to accept the bid from Cream City Stateline Scale for the Rice Lake OTR 40' with a bid of \$64,400.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell, Zentner

NOES: None

ABSENT: None

ABSTAIN: None

Commissioner Kern discussed the Mobile Vehicle Lifts (set of 6) and the Vendors and bids received:

Midwest Equipment Specialists	Stertil-Koni Earthshift st-1085	\$54,794
Snap-On Tools	Joh Bean MCLWF556	\$75,830

It was moved by Mr. Buchanan and seconded by Mr. Counsell to accept the bid from Midwest Equipment Specialists for the Stertil-Koni Earthshift st-1085 with a bid of \$54,794.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell, Zentner

NOES: None

ABSENT: None

ABSTAIN: None

Commissioner Kern discussed the Floor Scrubber/Sweeper (1) and the Vendors and bids received:

Tennant Company	Tennant M30	\$56,540.60
Kleenmark Distribution	Tennant M30	\$68,499.00 (no trade)

It was moved by Mr. Buchanan and seconded by Mr. Christensen to accept the bid from Tennant Company for the Tennant M30 with a bid of \$56,540.60, with trade.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell, Zentner

NOES: None

ABSENT: None

ABSTAIN: None

9c. Review equipment turnover plan and equipment operations

Commissioner Kern had a handout for the Committee showing the department's different types of equipment in service and the turnover plan of that equipment for the department. He shared an Equipment Operations Summary covering the period 2002-2014, showing equipment profit, or loss in the earlier years, and the purchase value created. He showed how streamlined the department has become over the years. He discussed the process of how equipment is turned over and grouped together for how to purchase in the future, and how long equipment is kept versus trade value if traded sooner. He also showed a 4-year WisDOT report of Machinery Operations by County. No Motion

9d. Update on new highway facility construction progress

Commissioner Kern updated the Committee on the new highway facility construction progress by stating that the construction will be wrapping up within the next month, and is moving along. No Motion

9e. Review monthly financial account summary

Commissioner Kern reviewed the financial account summary with the Committee. Questions were answered. No Motion

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

BILLS:	02/03/15	\$ 72,118.22
BILLS:	02/12/15	\$ 16,399.45
BILLS:	02/17/15	\$ 128,390.45
BILLS:	02/20/15	\$ 16,230.11
BILLS:	03/03/15	\$ 50,922.53
COMMITTEE:	January	\$ 497.71
TOTALS:		\$ 284,558.47

It was moved by Mr. Buchanan and seconded by Mr. Counsell that the bills are allowed as reviewed.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell, Zentner

NOES: None

ABSENT: None

ABSTAIN: None

Motion by Mr. Buchanan and seconded by Mr. Christensen to adjourn at 9:45 a.m.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell, Zentner

NOES: None

ABSENT: None

ABSTAIN: None

The next meeting will be held on Tuesday, April 7, 2015 at 8:00 a.m., at the Highway Commissioner's office.

Approval:

Al Counsell, Secretary

PRE-MIXED ASPHALTIC CONCRETE (E-1)
For 2015 Highway Department Projects

[illegible]

BITUMINOUS ASPHALT PRODUCTS
For 2015 Highway Department Projects
April 2, 2015

**** Application charges of \$0.12/gal. will be invoiced separately by Meigs Advantage, LLC.

FULL DEPTH PULVERIZING / MILLING

For 2015 Highway Department Projects

April 2, 2015

NAME OF BIDDER	FULL DEPTH PULVERIZING				EQUIPMENT	SQ. YD.	MILLING		EQUIPMENT	COMMENTS
	SQ. YD.	HOURLY		HOURLY						
PAYNE & DOLAN Waukesha, WI					Wirtgen WR2500					
					Mobiliz. Incl. for areas	1"			Wirtgen W2200	Min. quantity 2,500 sy
					in bid docs only.	2"			8' Drum	JCHD to supply H2O,
						3"			H2O Truck	T.C., Trucking, &
						4"				Stockpile Millings
PAVEMENT MAINTENANCE Menomonee Falls, WI										
					WirtgenWR2500S	1"				
						2"				
						3"				
						4"				
TRI-COUNTY PAVING INC. DeForest, WI										
					Wirtgen 2500 S	1"				
						2"				
						3"				
						4"				
WK CONSTRUCTION Middleton, WI										
					Wirtgen	1"				
					WR2500	2"				
						3"				
						4"				
ROCK ROAD CO., INC. Janesville, WI										
						1"				
						2"				
						3"				
						4"				
THE KRAEMER COMPANY Plain, WI										
					CMI	1"				
					RS650	2"				
					RS800	3"				
					RS950	4"				

BID RECAP SHEET

CRUSHING OF LIMESTONE MATERIALS AT STRASBURG QUARRY - JEFFERSON, WI

DATE: THURSDAY, APRIL 2, 2015 8:00 A.M.

[illegible]

JEFFERSON COUNTY HIGHWAY DEPARTMENT SUMMARY OF MAJOR COUNTY ACCOUNTS

4/1/2015 13:22

04/01/15

LABOR 03-20-15
EQUIPMENT 03-20-15
MATERIALS 03-20-15
SHOP MATERIALS 03-20-15

PERCENT OF LABOR YEAR 21.64%

ACCOUNT	AVAILABLE	SPENT	APPROVED TRANSFER	BALANCE	PERCENT SPENT
53311 COUNTY MAINTENANCE	1,878,552.80	295,515.31	0.00	1,583,037.49	15.73%
53312 COUNTY CONSTRUCTION	7,095,329.00	11,022.55	0.00	7,084,306.45	0.16%
53313 WINTER MAINTENANCE	879,600.00	422,103.47	0.00	457,496.53	47.99%
	9,853,481.80	728,641.33	0.00	9,124,840.47	7.39%
53314 BRIDGE MAINTENANCE	0.00	0.00	0.00	0.00	#DIV/0!
53315 FUNDED PROGRAMS	0.00	0.00	0.00	0.00	#DIV/0!
	0.00	0.00	0.00	0.00	#DIV/0!
	9,853,481.80	728,641.33	0.00	9,124,840.47	7.39%

53311 C.T.H.S. MAINTENANCE		2015	
4/1/2015 13:22			
LABOR 03-20-15			
EQUIPMENT 03-20-15			
MATERIALS 03-20-15			
SHOP MATERIALS 03-20-15	ORIGINAL BUDGET	RE-ESTIMATED TOTALS	TOTAL
<u>GENERAL PATROL</u>	1,108,311.00	1,242,052.00	
SECTION 10 311.830			23,533.62
SECTION 11 311.831			25,769.40
SECTION 12 311.832			23,543.85
SECTION 13 311.833			41,948.34
SECTION 14 311.834			20,786.57
SECTION 15 311.835			30,514.29
SECTION 16 311.836			32,153.18
SECTION 17 311.837			29,339.61
SECTION 18 311.838			18,473.88
SECTION 840 MISC. INCL. TRAINING			4,635.59
SECTION 840.01 DOWN-TIME		0.00	0.00
SECTION 840.04 LAKE MILLS WETLAND DEL.			0.00
EXPENSE	250,698.33	0.00	250,698.33
REMAINING	857,612.67	1,242,052.00	
<u>CRACK SEAL</u>	75,000.00	80,000.00	
NORMAL CRACK SEALING EXP.	0.00	0.00	0.00
REMAINING	75,000.00	80,000.00	
<u>SIGNING 311.844</u>	125,000.00	130,000.00	
NORMAL SIGNING EXPENSE	37,704.66	37,704.66	37,704.66
REMAINING	87,295.34	92,295.34	28,132.00
<u>PAVEMENT MARKING 311.840</u>	135,000.00	140,000.00	
EXPENSE	0.00	0.00	0.00
REMAINING	135,000.00	140,000.00	
<u>BITUMINOUS SEALCOATING</u>	240,000.00	250,000.00	
CTH		Gal.	0.00
0.0 miles		Tons	
CTH		Gal.	0.00
0.0 miles		Tons	
CTH		Gal.	0.00
0.0 miles		Tons	
EXPENSE	0.00	0.00	0.00
REMAINING	240,000.00	250,000.00	
<u>BUILDING ALLOCATION</u>	20,000.00	30,000.00	
ESTIMATED EXPENSE	6,492.00	6,492.00	6,492.00
REMAINING	13,508.00	23,508.00	
<u>MISC., HIT & RUNS, INVENT. ADJ.</u>			
HIT & RUNS	5,000.00	6,500.00	620.32
FIRE CALLS	0.00	0.00	0.00
UNCOLLECTABLES	0.00	0.00	0.00
INVENTORY ADJUSTMENTS		0.00	0.00
ESTIMATED EXPENSE	620.32	620.32	620.32
REMAINING	4,379.68	5,879.68	
TOTAL EXPENSE BY ACTIVITY	295,515.31	44,816.98	295,515.31

53311 C.T.H.S. MAINTENANCE		2015	
4/1/2015 13:22			
LABOR 03-20-15			
EQUIPMENT 03-20-15			
MATERIALS 03-20-15			
SHOP MATERIALS 03-20-15	ORIGINAL BUDGET	RE-ESTIMATED TOTALS	TOTAL
ORIGINAL BUDGETED TOTAL	1,708,311.00	1,708,311.00	
APPROVED BUDGET CHANGES	0.00	50,241.80	
APPROVED BUDGET	1,708,311.00	1,758,552.80	
APPROVED CARRY OVER	0.00	120,000.00	
TOTAL AVAILABLE	1,708,311.00	1,878,552.80	
TOTAL EXPENSES	295,515.31	295,515.31	
TOTAL REMAINING	1,412,796.00	1,583,037.00	

53312 C.T.H.S. CONSTRUCTION 2015			
4/1/2015 13:22			
LABOR 03-20-15			
EQUIPMENT 03-20-15			
MATERIALS 03-20-15			
SHOP MATERIALS 03-20-15	ORIGINAL BUDGET	RE-ESTIMATED TOTALS	TOTAL
BITUMINOUS SURFACING			
CTH N 4.00 mi. (CTH B - CTH A)	0.00	1,671,768.00	-
CTH A (STH 94 - WTTN) 10.00 MILES	3,066,289.00	3,066,289.00	-
CTH A 2.00 mi. (Hope Lake Road - Lake Mills)	740,700.00	940,700.00	-
CTH J 3.75 mi. (CTH G TO JEFFERSON/STH)	697,000.00	933,572.00	-
CTH J (CULVERT)	0.00	110,000.00	-
CTH "P" (CTH E TO CTH F 2.91 mi.	0.00	83,000.00	-
CTH W (ROAD/SITE WORK) 0.00 mi. ()	0.00	245,000.00	-
CONSTRUCTION JOB	0.00	0.00	-
	0.00	0.00	-
EXPENSE	0.00	0.00	0.00
REMAINING	4,503,989.00	7,050,329.00	
ENGINEERING			0.00
CTH	0.00	0.00	0.00
CTH	0.00	0.00	0.00
CTH	0.00	0.00	0.00
EXPENSE	0.00	0.00	0.00
REMAINING	0.00	0.00	
BUILDING ALLOCATION	45,000.00	45,000.00	
ESTIMATED EXPENSE	9,738.00	9,738.00	9,738.00
REMAINING	35,262.00	35,262.00	
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			1,284.55
EXPENSE	1,284.55	1,284.55	1,284.55
REMAINING	-1,284.55	-1,284.55	
TOTAL EXPENSE BY ACTIVITY	11,022.55	11,022.55	
BUDGETED TOTAL	4,548,989.00	7,095,329.00	
TOTAL EXPENSES	11,022.55	11,022.55	
TOTAL REMAINING	4,537,966.45	7,084,306.45	

[illegible]

2015

SHOP MATERIALS 03-20-15

Description: Pulverize, Pave Shoulder

[illegible]

53312 C.T.H.S. CONSTRUCTION		2015		
4/1/2015 13:22				
LABOR 03-20-15	CTH J (CULVERT)			
EQUIPMENT 03-20-15	Description: Design			
MATERIALS 03-20-15				
SHOP MATERIALS 03-20-15	ORIGINAL BUDGET	RE-ESTIMATED TOTAL	HOURS	TOTAL
	0.00	110,000.00		0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
REMAINING	0.00	110,000.00		

2015

SHOP MATERIALS 03-20-15

Description: Pave and Shoulder

[illegible]

[illegible]

0.00

53314 C.T.H.S. BRIDGES 2015

4/1/2015 13:22

LABOR 03-20-15

EQUIPMENT 03-20-15

MATERIALS 03-20-15

SHOP MATERIALS 03-20-15

BRIDGES MAINTENANCE

carried over as a payable

carried over as a payable

BRIDGE INSPECTIONS

(19,308.33 is available as a payable)

EXPENSE

REMAINING

BUILDING ALLOCATION 313.05

ESTIMATED EXPENSE

REMAINING

TOTAL EXPENSE BY ACTIVITY

ORIGINAL BUDGETED TOTAL

TOTAL EXPENSE

REMAINING AMOUNT

ORIGINAL BUDGET

RE-ESTIMATED TOTALS

TOTAL

061

S_SUPSTR

093

A_SUPRENG

206

BRIDGE INSP.

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

-

53315 C.T.H.S. FUNDED PROGRAMS 2015

4/1/2015 13:22

LABOR 03-20-15

EQUIPMENT 03-20-15

MATERIALS 03-20-15

SHOP MATERIALS 03-20-15

FUNDED PROGRAMS - LEVY

	13 C.O.	14 levy	14 revenue	14 transfer	available	EXPENSE TOTAL	BALANCE REMAINING
315-			-		-	-	-
315-	-	-	-		-	-	-
315-901-03 CTH N (C.T.H. B - C.T.H. A) (TRANSFER TO 53312 CTH N, 2013 CONSTRUCTION)	-	-	-	-	-	-	-
	-						
REMAINING							
TOTAL EXPENSE BY ACTIVITY	-	-	-	-	-	-	-

Jefferson County Highway Department Highway Operations Report

April 2015

Operations Summary

Winter Maintenance

- Crews worked last snow event near the end of March, crews will begin removing snow equipment over the next few weeks
- Any remaining salt deliveries will be delayed, if possible, until the new salt sheds are completed at the new facility site

General Maintenance

- Crews are working on surface patching and shoulder maintenance
- Crews are beginning crack sealing work; there are several county and state highways to complete
- Crews are completing various signing repair work and numerous sign/post replacements
- Crews are preparing for the start-up of several construction projects

Office/Shop Staff

- Shop staff is receiving training on several new components at the new facility - the department will try to video the majority of the training sessions
- Office staff closed books for 2014 and are now working on the 2014 financial report
- Shop staff is working on numerous items in the transition of equipment and operations to the new facility