



Agenda

Jefferson County Highway Committee Meeting

Tuesday, July 26, 2016

8:00am

Committee Room
1425 Wisconsin Drive
Jefferson, Wisconsin 53549

Committee Members: Don Reese-Chairman, Ron Buchanan-Vice Chairman,
Mike Kelly-Secretary, James Braughler,
Blane Poulson

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 June 28, 2016 Highway Committee meeting
7. Communications
8. Old Business a. None
9. New Business a. Review 2016 highway project schedules
 b. Discuss monthly financial account summary (YTD)
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date (August 30, 2016)
13. Adjourn

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

"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**

Tuesday, June 28, 2016

The Jefferson County Highway Committee met on Tuesday, June 28, 2016, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Donald Reese; Ron Buchanan; Mike Kelly; James Braughler

Members absent: Blane Poulson

Also Present: William Kern, Highway Commissioner
Ben Wehmeier, Administrator
Bill Buglass, Payne & Dolan

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

HIGHWAY COMMITTEE MINUTES: The minutes from the May 24, 2016 Highway meeting, having been distributed in advance, it was moved by Mr. Buchanan and seconded by Mr. Kelly to approve the minutes as printed.

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Braughler

NOES: None

ABSENT: Poulson

ABSTAIN: None

CORRESPONDENCE:

Newsletters:

- Email: Craig Hardy, Iowa County Highway Commissioner; WisDOT New Bridge Aesthetics Policy
- Email: Craig Hardy, Iowa County Highway Commissioner: Revision to 14-10 and 14-15 pavement design within the FDM

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Construction Projects**

- CTH "J" (CTH G – City of Jefferson) – 4.00 miles

Project Type: Reconstruction

Progress: Construction is in-progress over west 1 mile of project. Section from STH 89 to Collins Road is being prepared for concrete curb.

- CTH "Y" (US 18 – CTH D)

Project Type: Resurfacing

Progress: Paving work is in-progress; first mat of asphalt is complete. Final mat of asphalt and shouldering work to be completed by mid-July.

- CTH "A" (Crossman Road – City of Lake Mills)

Project Type: Reconstruction

Progress: Project is on-hold until necessary right-of-way is purchased

- CTH "W" (Near new facility)

Project Type: Resurface, Bike Trail

Progress: Project is complete

- **Winter Maintenance**

- **General Maintenance**

Bridge crew will resume sealing bridge decks for the DOT

Crews are working on the 1st mowing cut for state highways, 1st mowing cut is complete on all county highways

Crews will begin working on remaining crack seal projects for county/state highways in the fall

- **Office/Shop Staff**

Office staff is nearly complete with the 2015 financial report

OLD BUSINESS

NONE

NEW BUSINESS**9a. Discuss United States Bike Route 30 designation and support for use of County Highway Y trail connection**

The U.S. Bike Route 30 was discussed with the Committee and questions were answered.

It was moved by Mr. Buchanan and seconded by Mr. Kelly to approve the use of CTH "Y" connection for the U.S. Bike Route 30 designation through Jefferson County.

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Braugher

NOES: None

ABSENT: Poulson

ABSTAIN: None

9b. Review 2016 highway project schedules

Commissioner Kern reviewed the updated project schedule with the Committee. Questions were answered. No Motion

9c. Discuss monthly financial account summary (YTD)

Commissioner Kern reviewed the financial account summary with the Committee, and questions were answered. No Motion

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

BILLS:	05/25/16	\$ 8,554.09
BILLS:	06/01/16	\$ 59,450.98
BILLS:	06/09/16	\$ 78,740.50
BILLS:	06/15/16	\$ 47,892.36
BILLS:	06/28/16	\$ 114,201.27
P CARD:	JUNE-GENERAL	\$ 14,617.47
P CARD:	JUNE-BRIAN	\$ (74.00)
P CARD:	JUNE-BILL	\$ 396.00
COMMITTEE:	MAY	<u>\$ 699.04</u>
TOTALS:		\$ 324,477.71

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

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Braugher

NOES: None

ABSENT: Poulson

ABSTAIN: None

Motion by Mr. Buchanan and seconded by Mr. Kelly to adjourn.

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Braughler

NOES: None

ABSENT: Poulson

ABSTAIN: None

The next meeting will be held on Tuesday, July 26, 2016 at 8:00 a.m., at the Jefferson County Highway Department.

Approval:

7/21/2016

Page 1 of 2

Jefferson County Highway Department
Long Range Project Schedule 2016

Grade Crew  Paving Crew 
Culvert Crew  Shoulder Crew 

[illegible]

JEFFERSON COUNTY HIGHWAY DEPARTMENT SUMMARY OF MAJOR COUNTY ACCOUNTS

7/21/2016 13:16

07/21/16

LABOR 07-12-16

EQUIPMENT 07-12-16

MATERIALS 07-12-16

SHOP MATERIALS 07-12-16

PERCENT OF LABOR YEAR

53.01%

ACCOUNT	AVAILABLE	SPENT	APPROVED TRANSFER	BALANCE	PERCENT SPENT
53311 COUNTY MAINTENANCE	1,961,926.89	736,895.03	0.00	1,225,031.86	37.56%
53312 COUNTY CONSTRUCTION	6,460,226.00	2,772,258.98	0.00	3,687,967.02	42.91%
53313 WINTER MAINTENANCE	844,896.00	464,642.08	0.00	380,253.92	54.99%
	9,267,048.89	3,973,796.09	0.00	5,293,252.80	42.88%
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!
	9,267,048.89	3,973,796.09	0.00	5,293,252.80	42.88%

53311 C.T.H.S. MAINTENANCE		2016	
7/21/2016 13:16			
LABOR 07-12-16			
EQUIPMENT 07-12-16			
MATERIALS 07-12-16			
SHOP MATERIALS 07-12-16	ORIGINAL BUDGET	RE-ESTIMATED TOTALS	TOTAL
GENERAL PATROL	1,157,021.00	1,351,926.89	
SECTION 10 311.830			69,557.98
SECTION 11 311.831			47,801.31
SECTION 12 311.832			35,866.60
SECTION 13 311.833			55,957.10
SECTION 14 311.834			46,694.17
SECTION 15 311.835			53,728.67
SECTION 16 311.836			53,024.77
SECTION 17 311.837			39,132.84
SECTION 18 311.838			18,902.72
SECTION 840 MISC. INCL. TRAINING			70,977.52
SECTION 840.01 DOWN-TIME		10.00	356.58
SECTION 840.04 LAKE MILLS WETLAND DEL.			0.00
EXPENSE	492,000.26	492,000.26	492,000.26
REMAINING	665,020.74	859,926.63	
CRACK SEAL	75,000.00	75,000.00	
NORMAL CRACK SEALING EXP.	40,448.44	40,448.44	40,448.44
REMAINING	34,551.56	34,551.56	
SIGNING 311.844	125,000.00	125,000.00	
NORMAL SIGNING EXPENSE	74,479.06	74,479.06	74,479.06
REMAINING	50,520.94	50,520.94	66,262.50
PAVEMENT MARKING 311.840	135,000.00	135,000.00	
EXPENSE	107,776.90	107,776.90	107,776.90
REMAINING	27,223.10	27,223.10	
BITUMINOUS SEALCOATING	0.00	240,000.00	
CTH C (HOOPER RD. - USH 12)		Gal.	0.00
6.9 miles	115,000.00	Tons	
CTH E (CTH F - WATERTOWN)		Gal.	0.00
9.0 miles	125,000.00	Tons	
CTH		Gal.	0.00
0.0 miles		Tons	
EXPENSE	0.00	0.00	0.00
REMAINING	240,000.00	240,000.00	
BUILDING ALLOCATION	30,000.00	30,000.00	
ESTIMATED EXPENSE	15,903.00	15,903.00	15,903.00
REMAINING	14,097.00	14,097.00	
MISC., HIT & RUNS, INVENT. ADJ.			
HIT & RUNS	5,000.00	5,000.00	6,287.37
FIRE CALLS	0.00	0.00	0.00
UNCOLLECTABLES	0.00	0.00	0.00
INVENTORY ADJUSTMENTS		0.00	0.00
ESTIMATED EXPENSE	6,287.37	6,287.37	6,287.37
REMAINING	(1,287.37)	(1,287.37)	
TOTAL EXPENSE BY ACTIVITY	736,895.03	736,895.03	736,895.03

53311 C.T.H.S. MAINTENANCE		2016	
7/21/2016 13:16			
LABOR 07-12-16			
EQUIPMENT 07-12-16			
MATERIALS 07-12-16			
SHOP MATERIALS 07-12-16	ORIGINAL BUDGET	RE-ESTIMATED TOTALS	TOTAL
ORIGINAL BUDGETED TOTAL	1,767,021.00	1,767,021.00	
APPROVED BUDGET CHANGES	0.00	2,581.32	
APPROVED BUDGET	1,767,021.00	1,769,602.32	
APPROVED CARRY OVER	0.00	192,324.57	
TOTAL AVAILABLE	1,767,021.00	1,961,926.89	
TOTAL EXPENSES	736,895.03	736,895.03	
TOTAL REMAINING	1,030,126.00	1,225,032.00	

53312 C.T.H.S. CONSTRUCTION		2016	
7/21/2016 13:16			
LABOR 07-12-16			
EQUIPMENT 07-12-16			
MATERIALS 07-12-16			
SHOP MATERIALS 07-12-16	ORIGINAL BUDGET	RE-ESTIMATED TOTALS	TOTAL
BITUMINOUS SURFACING			
CTH N 4.00 mi. (CTH B - CTH A)	0.00	95,000.00	9,098.17
CTH Y (STH 18 - CTH F) 6.25 MILES 3125.	1,995,226.00	1,995,226.00	1,444,925.43
CTH A 2.00 mi. (Crossman Rd - Lake Mills)	0.00	860,184.68	-
CTH J 3.75 mi. (CTH G TO JEFFERSON)	2,400,000.00	3,310,000.00	1,250,259.05
	0.00	0.00	-
CTH "P" (CTH E TO CTH F 2.91 mi.	0.00	69,815.32	-
CTH W (ROAD/SITE WORK) 0.00 mi. {}	0.00	85,000.00	41,654.92
CONSTRUCTION JOB	0.00	0.00	-
	0.00	0.00	-
EXPENSE	2,745,937.57	2,745,937.57	2,745,937.57
REMAINING	1,649,288.43	3,669,288.43	
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	23,854.50	23,854.50	23,854.50
REMAINING	21,145.50	21,145.50	
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	(80.00)
TRAINING			2,546.91
EXPENSE	2,466.91	2,466.91	2,466.91
REMAINING	-2,466.91	-2,466.91	
TOTAL EXPENSE BY ACTIVITY	2,772,258.98	2,772,258.98	
BUDGETED TOTAL	4,440,226.00	6,460,226.00	
TOTAL EXPENSES	2,772,258.98	2,772,258.98	
TOTAL REMAINING	1,667,967.02	3,687,967.02	

53312 C.T.H.S. CONSTRUCTION 2016

7/21/2016 13:16

LABOR 07-12-16

CTH N 4.00 mi. (CTH B - CTH A)

EQUIPMENT 07-12-16

Description: Construction, Pave, Shoulder

MATERIALS 07-12-16

SHOP MATERIALS 07-12-16

ORIGINAL BUDGET

RE-ESTIMATED TOTAL

HOURS

TOTAL

0.00

95,000.00

0.00

03/22/16

53.0

5,210.25

03/23/16

30.5

2,850.77

03/29/16

12.0

1,037.15

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95.50

9,098.17

REMAINING

85,901.83

85,901.83

53312 C.T.H.S. CONSTRUCTION 2016				
7/21/2016 13:16				
LABOR 07-12-16	CTH Y (STH 18 - CTH F) 6.25 MILES 3125.9			
EQUIPMENT 07-12-16	Description: Pulverize, Pave Shoulder			
MATERIALS 07-12-16				
SHOP MATERIALS 07-12-16	ORIGINAL BUDGET	RE-ESTIMATED TOTALS	HOURS	TOTAL
	1,995,226.00	1,995,226.00		0.00
01/25/16			1.50	106.50
05/19/16			9.00	557.13
05/20/16			16.00	1,133.26
05/23/16			28.50	1,501.23
05/24/16			88.25	5,619.23
05/25/16			30.50	1,348.76
05/26/16			31.50	1,446.95
05/29/16			1.00	68.78
05/31/16			43.00	2,994.06
06/01/16			49.00	3,738.70
06/02/16			53.50	4,482.57
06/03/16			84.00	8,472.50
06/04/16			1.00	75.74
06/05/16			1.00	56.24
06/06/16			42.75	3,708.33
06/07/16			40.00	3,219.34
06/08/16			48.25	4,040.55
06/09/16			56.25	4,947.74
06/10/16			54.25	5,976.87
06/11/16			19.00	2,122.49
06/13/16	2,273.58	34.95	293.25	110,650.71
	11.90	laying cost per ton		
06/14/16	2,376.03	34.95	279.50	115,193.52
	11.63	laying cost per ton		
06/15/16	2,407.36	34.95	312.25	118,005.17
	12.37	laying cost per ton		
06/16/16	2,359.55	34.95	294.75	115,319.87
	12.28	laying cost per ton		
06/17/16	197.87	34.95	176.75	23,421.78
	70.52	laying cost per ton		
06/18/16			1.25	87.67
06/20/16	2,485.57	34.95	278.25	118,461.18
	12.57	laying cost per ton		
06/21/16	2,316.48	34.95	244.25	108,070.48
	11.70	laying cost per ton		
06/22/16			173.00	29,566.61
06/23/16	138.43	34.95	197.75	33,030.12
	54.04	laying cost per ton		
06/24/16			57.00	18,081.22
06/25/16			1.00	68.78
06/27/16	2,344.53	35.95	260.75	116,017.93
	13.53	laying cost per ton		0.00
06/28/16	2,652.88	35.95	280.75	129,195.80
	12.70	laying cost per ton		0.00
06/29/16	2,764.69	35.95	267.25	132,294.80
	11.90	laying cost per ton		0.00
06/30/16	2,100.22	35.95	261.00	105,597.63
	14.19	laying cost per ton		
07/03/16			1.00	71.54
07/05/16			109.50	19,157.27
07/06/16			77.25	18,238.50
07/07/16			100.25	19,556.75
07/08/16			2.00	151.47
07/09/16			1.25	91.09
07/11/16	91.61	35.95	186.75	28,108.55
	77.75	laying cost per ton		
07/12/16	110.09	35.95	199.00	24,980.87
	63.01	laying cost per ton		
07/13/16				4,338.65
07/14/16				1,550.50
				0.00
				0.00
				0.00
	24,618.89		4,754.00	1,444,925.43
REMAINING		550,300.57		

[illegible]

7/21/2016 12:16		CTH J 3.75 mi. (CTH G TO JEFFERSON)			
LABOR 07-12-16		ORIGINAL BUDGET	RE-ESTIMATED TOTAL	HOURS	TOTAL
EQUIPMENT 07-12-16					
MATERIALS 07-12-16					
SHOP MATERIALS 07-12-16					
		2,400,000.00	3,310,000.00		0.00
	01/25/16			1.50	106.50
	02/23/16			40.00	2,464.93
	02/24/16			37.50	2,267.79
	02/25/16			48.00	2,726.48
	02/26/16			44.50	2,356.34
	03/02/16			24.00	921.34
	03/03/16			62.00	4,150.26
	03/04/16			56.00	3,445.13
	03/07/16			53.50	3,266.62
	03/08/16			69.00	3,903.52
	03/09/16			31.00	2,036.28
	03/10/16			42.00	2,771.63
	03/11/16			38.25	2,113.33
	03/14/16			57.00	3,200.20
	03/15/16			53.50	2,787.90
	03/18/16			3.80	151.89
	03/21/16			9.00	559.21
	03/23/16			5.50	443.11
	03/24/16			11.00	650.92
	03/28/16			36.00	2,068.54
	03/29/16			32.00	2,580.37
	03/30/16			45.00	3,630.75
	03/31/16			42.50	2,704.34
	04/01/16			11.00	506.71
	04/04/16			24.00	2,022.87
	04/05/16			34.50	2,463.12
	04/06/16			15.50	971.03
	04/07/16			7.00	384.43
	04/11/16			50.50	3,106.95
	04/12/16			6.00	262.42
	04/14/16			1.00	43.45
	04/15/16			11.50	1,079.80
	04/18/16			11.75	701.64
	04/19/16			15.00	947.57
	04/20/16			201.50	15,665.24
	04/21/16			193.50	15,602.13
	04/22/16			149.50	19,278.35
	04/25/16			158.75	19,486.52
	04/26/16			121.50	24,292.33
	04/27/16			121.50	22,977.07
	04/28/16			194.75	23,310.68
	04/29/16			158.25	26,733.79
	05/02/16			191.50	31,223.56
	05/03/16			190.00	29,422.87
	05/04/16			176.50	43,257.44
	05/05/16			209.25	48,290.09
	05/06/16			198.75	43,659.09
	05/07/16			2.00	130.71
	05/08/16			201.00	36,207.46
	05/11/16			146.00	22,260.87
	05/11/16			194.00	23,666.63
	05/12/16			259.50	40,585.99
	05/13/16			201.00	31,242.21
	05/15/16			2.00	130.71
	05/18/16			226.25	39,966.77
	05/17/16			247.50	37,276.39
	05/18/16			219.75	37,037.07
	05/19/16			231.50	37,751.92
	05/20/16			159.50	35,055.79
	05/22/16			2.00	130.71
	05/23/16			225.50	27,145.48
	05/24/16			197.00	25,000.32
	05/25/16			215.50	30,021.36
	05/26/16			135.75	22,671.59
	05/29/16			1.00	68.75
	05/31/16			132.50	26,716.84
	06/01/16			147.00	47,594.17
	06/02/16			137.50	17,628.14
	06/03/16			161.00	22,060.99
	06/04/16			1.00	75.74
	06/06/16		</		

REMAINING	1,149,740.95	2,059,740.95
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53312 C.T.H.S. CONSTRUCTION		2016			
7/21/2016 13:16					
LABOR 07-12-16					
EQUIPMENT 07-12-16	Description: Design				
MATERIALS 07-12-16					
SHOP MATERIALS 07-12-16	ORIGINAL BUDGET	RE-ESTIMATED TOTAL	HOURS	TOTAL	
	0.00	0.00		0.00	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
REMAINING	0.00	0.00			

69,815.32

[illegible]

LABOR 07-12-16

Description: Misc. Work

EQUIPMENT 07-12-16

MATERIALS 07-12-16

SHOP MATERIALS 07-12-16

ORIGINAL BUDGET

RE-ESTIMATED TOTALS

HOURS

TOTAL

0.00

0.00

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REMAINING

0.00

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53314 C.T.H.S. BRIDGES 2016						
7/21/2016 13:16						
LABOR 07-12-16						
EQUIPMENT 07-12-16						
MATERIALS 07-12-16				061	093	206
SHOP MATERIALS 07-12-16	ORIGINAL BUDGET	RE-ESTIMATED TOTALS	TOTAL	S_SUPSTR	A_SUPRENG	BRIDGE INSP.
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	-					

53315 C.T.H.S. FUNDED PROGRAMS 2016

7/21/2016 13:16								
LABOR 07-12-16								
EQUIPMENT 07-12-16								
MATERIALS 07-12-16							EXPENSE	BALANCE
SHOP MATERIALS 07-12-16							TOTAL	REMAINING
FUNDED PROGRAMS - LEVY	13 C.O.	14 levy	14 revenue	14 transfer	available			
315-			-		-	-	-	-
315-	-	-	-		-	-	-	-
	-	-	-	-	-	-	-	-
	-							
REMAINING								
TOTAL EXPENSE BY ACTIVITY	-	-	-	-	-	-	-	-

Jefferson County Highway Department Highway Operations Report

July 26, 2016

Operations Summary

Construction Projects

CTH J (CTH G – City of Jefferson) – 4.00 miles

Project Type: Reconstruction

Progress: Curb section was poured between STH 89 and Collins Road. Crews will be working on preparing the STH 89 to Collins Road section for paving. The crews will be working on the large hill cut near CTH G over the next few weeks.

CTH Y (US 18 – CTH D)

Project Type: Resurfacing

Progress: Project is complete!

CTH W (Near new facility)

Project Type: Resurface, Bike Trail

Progress: Project is complete!

CTH A (Crossman Road – City of Lake Mills)

Project Type: Reconstruction

Progress: Project is on-hold until necessary right-of-way is purchased.

General Maintenance

- 1st mowing cut is complete on all county highways, crews are working on the last sections of STH 26 and I94
- Bridge crew resumed sealing bridge decks for the DOT, about 60% of the bridge decks are complete
- Crews will begin seal coating work for all state and county projects in August

Miscellaneous

- 2015 Financial Report is complete