



Agenda

Jefferson County Highway Committee Meeting

Monday, October 24, 2016

8:00 A.M.

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 October 5, 2016 Highway Committee meeting
7. Communications
8. Old Business a. None
9. New Business a. Review 2016 highway project schedule
 b. Discuss monthly financial account summary (YTD)
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date (November 29, 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**

Wednesday, October 5, 2016

The Jefferson County Highway Committee met on Wednesday, October 5, 2016, at 9:00 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
J. Blair Ward, Corporation Counsel
Ann Jenswold, Highway Department
Erik Coonen, Highway Department

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

HIGHWAY COMMITTEE MINUTES: The minutes from the August 30, 2016 Highway meeting, having been distributed in advance, it was moved by Mr. Buchanan and seconded by Mr. Braughler 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:

- NONE

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: Crews finished binder mat of asphalt and are working on final asphalt surface mat. All other dirt work and seeding should be substantially complete by October 21.

- CTH "Y" (US 18 – CTH D)

Project Type: Resurfacing

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

- CTH "W" (Near new facility)

Project Type: Resurface, Bike Trail

Progress: Project is complete

- **Winter Maintenance**

- **General Maintenance**

Crews are working on 2nd cut of mowing for all state and county highways that need additional work

Bridge crew finished all bridge deck sealing

Crews finished all seal coat projects

Crews will be working on several small maintenance and paving projects in October and November including paving a few parking lots

Crews will be working on shoulder gravel improvement for several weeks at the end of October and beginning of November

- **Office/Shop Staff**

OLD BUSINESS

8a. Discuss and take action on policy regarding ATV/UTV use on county highways

Commissioner Kern shared his concerns regarding safety on the county highway system with the slower speeds of an ATV/UTV. The County roads carry heavier traffic collectors. He stated that the right-of-way may be a possibility, but not the roadway for trails. The Committee considered the issue of use.

It was moved by Mr. Braugher and seconded by Mr. Buchanan to not allow ATV/UTV use on county highways beyond what currently exists in the State of Wisconsin policy.

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Braugher

NOES: None

ABSENT: Poulson

ABSTAIN: None

NEW BUSINESS

9a. Discuss and take action on speed zone on County Highway J just west of State Highway 89

Highway Commissioner Kern gave details regarding the speed zone concern on CTH "J" west of STH 89. He stated that the zone would be reduced from the current 55 mph to 45 mph from a point 920 feet west of STH 89 to the centerline of STH 89.

It was moved by Mr. Kelly and seconded by Mr. Buchanan to reduce the speed limit to 45 mph from 920 feet west of STH 89 to the centerline of STH 89 for all vehicles.

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Braugher

NOES: None

ABSENT: Poulson

ABSTAIN: None

9b. Discuss and take action on Intergovernmental jurisdictional transfer agreement with the City of Watertown (Deleting a segment of CTH T from the County Highway System and transferring jurisdiction to the City of Watertown)

Corporation Counsel discussed the request from the City of Watertown and the Town of Watertown to enter into an intergovernmental jurisdictional transfer agreement with Jefferson County. This agreement proposes to delete segments of West Street (CTH T) from the county trunk system and transfer jurisdiction to the City of Watertown. He stated that the State of Wisconsin would also need to be in approval of this transfer.

It was moved by Mr. Braughler and seconded by Mr. Buchanan to enter into an intergovernmental jurisdiction transfer with City of Watertown to transfer a portion of CTH T to the City of Watertown.

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Braughler

NOES: None

ABSENT: Poulson

ABSTAIN: None

9c. Review 2016 highway project schedules

Commissioner Kern reviewed the highway project schedule with the Committee. He stated that CTH "J" should be finished mid-October. He also stated that there may be some late year shouldering for WisDOT. No Motion

9d. 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:	09/13/16	\$ 259,355.08
BILLS:	10/05/16	\$ 418,126.42
P CARD:	SEPT-GENERAL	\$ 35,268.57
P CARD:	SEPT-BRIAN	\$ 130.00
COMMITTEE:	AUGUST	\$ 406.68
TOTALS:		\$ 713,286.75

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

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Braughler

NOES: None

ABSENT: Poulson

ABSTAIN: None

Motion by Mr. Buchanan and seconded by Mr. Braugher to adjourn at 9:55 a.m.

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Braugher

NOES: None

ABSENT: Poulson

ABSTAIN: None

The next meeting will be held on Monday, October 24, 2016 at the Jefferson County Highway Department.

Approval:

Grade Crew Paving Crew
Culvert Crew Shoulder Crew

10/19/2016

Page 1 of 3

Grade Crew Paving Crew
Culvert Crew Shoulder Crew

10/19/2016

Page 2 of 3

Grade Crew Paving Crew
Culvert Crew Shoulder Crew

10/19/2016

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JEFFERSON COUNTY HIGHWAY DEPARTMENT SUMMARY OF MAJOR COUNTY ACCOUNTS

10/19/2016 14:58

10/19/16

LABOR 10-10-16
EQUIPMENT 10-10-16
MATERIALS 9-30-16
SHOP MATERIALS 10-10-16

PERCENT OF LABOR YEAR 77.60%

ACCOUNT	AVAILABLE	SPENT	APPROVED TRANSFER	BALANCE	PERCENT SPENT
53311 COUNTY MAINTENANCE	1,961,936.89	1,141,611.61	0.00	820,325.28	58.19%
53312 COUNTY CONSTRUCTION	6,474,226.00	4,634,948.33	0.00	1,839,277.67	71.59%
53313 WINTER MAINTENANCE	844,896.00	464,642.08	0.00	380,253.92	54.99%
	9,281,058.89	6,241,202.02	0.00	3,039,856.87	67.25%
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!
	9,281,058.89	6,241,202.02	0.00	3,039,856.87	67.25%

[illegible]

[illegible]

53312 C.T.H.S. CONSTRUCTION 2016

10/19/2016 14:58

ABOR 10-15-18

EQUIPMENT 19-10.16

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

Description: Construction, Pave, Shoulder

[illegible]

[illegible]

3126.909,3

ORIGINAL PROJECT		REV ESTIMATED TOTAL	HOURS	TOTAL	006	007	031	032	043	061	062	066	093	094	126	187	190	191	192	195	196	197	199	200	209	231	240	247	401
ORIGINAL PROJECT		REV ESTIMATED TOTAL	HOURS	TOTAL	RA-MILLING	RS GRAVEL	M SWEEP	M TRAFCON	W WOODY	RF CULTV	RF DITCH	RF APPURT	SUPREKA	TRAINING	JEDC	RUMBLE	B COURSE	DR & CLVT	CUT/FILL	SEED/LN	UNDERCUT	SURF MAIN	SIDEWALKS	INTERSECT	CL/GRUB	GRADE RD	SIGNS	C & E LINE	HAULING
01/05/16	2,400,000.00	3,310,000.00	1.60	106.50																									
02/23/16			40.00	2,464.93			81.62			2,383.31																		106.50	
03/04/16			37.50	2,287.79						2,287.79																			
02/25/16			48.00	2,726.48						2,726.48																			
02/06/16			44.60	2,356.34						2,356.34																			
03/02/16			24.00	921.34						921.34																			
03/03/16			62.00	4,150.28						4,150.28																			
03/04/16			66.00	3,445.13						3,445.13																			
03/07/16			63.60	3,266.62						3,266.62																			
03/08/16			69.00	3,903.52						3,903.52																			
03/09/16			31.00	2,036.28						2,036.28																			
03/10/16			42.00	2,771.63						2,771.63																			
03/11/16			38.28	2,113.33						2,113.33																			
03/14/16			87.00	3,200.06						3,200.06																			
03/15/16			63.60	2,767.90						2,767.90																			228.93
03/19/16			3.50	151.89																									151.89
03/21/16			9.00	559.21									356.06																203.15
03/23/16			5.60	443.11									326.40																116.71
03/24/16			11.00	650.92									401.62																249.10
03/28/16			36.00	2,069.54						2,066.65																			1.89
03/29/16			32.00	2,560.32				338.02		2,222.30																			
03/30/16			46.60	3,630.75				182.44		3,161.20																			
03/31/16			42.60	2,704.34				379.06		2,005.63																			
04/01/16			11.00	506.71																									
04/04/16			24.00	2,022.87						2,022.87																			324.05
04/05/16			34.60	2,463.12						1,778.42																			391.41
04/06/16			16.60	971.03						753.78																			
04/07/16			7.00	384.43																									
04/11/16			60.60	3,106.96						2,273.02																			395.18
04/12/16			6.00	282.42																									
04/14/16			1.00	43.45																									
04/15/16			11.90	1,079.80																									266.74
04/18/16			11.76	701.84						603.60																			159.18
04/18/16			16.00	947.57						106.08																			498.58
04/20/16			201.60	15,665.24	14,177.96					1,170.31																			316.97
04/21/16			183.60	15,602.13	14,135.32					943.53																			
04/22/16			149.60	19,278.35						374.54																			
04/25/16			168.76	19,496.52																									
04/26/16			121.60	24,292.33																									
04/27/16			121.60	22,917.07																									
04/28/16			194.76	23,310.68																									
04/29/16			168.28	26,733.75																									
05/02/16			191.60	31,223.56			159.31																						
05/03/16			190.00	29,422.97			159.31																						
05/04/16			176.80	43,257.44																									
05/05/16			209.26	49,290.09																									
05/06/16			196.76	43,659.09																									
05/07/16			2.00	130.71																									
05/09/16			201.00	36,207.46																									
05/10/16			146.00	22,280.67																									
05/11/16			194.00	23,686.63																									
05/12/16			269.60	40,585.99																									
05/13/16			201.00	31,242.21	7,461.61																								
05/15/16			2.00	130.71																									
05/16/16			226.26	39,966.77	5,064.03																								
05/17/16			247.60	37,276.39																									
05/18/16			219.78	37,037.07																									
05/19/16			231.60	37,751.92																									
05/20/16			169.60	35,065.76																									
05/22/16			2.00	130.71																									
05/23/16			226.60	27,145.48																									
05/24/16			197.00	25,000.32																									
05/25/16			216.60	30,021.36				199.14																					
05/26/16			136.76	22,671.59																									
05/29/16			1.00	68.78																									
05/31/16			132.60	26,716.84																									
06/01/16			147.00	47,594.17	29,582.10																								
06/02/16			137.60	17,628.14				274.15																					
06/03/16			161.00	22,080.99						506.86																			
06/04/16			1.00	75.74																									
06/06/16			141.00	19,506.88																									
06/07/16			183.00	23,145.66																									
06/08/16			167.76	21,954.80																									
06/09/16			168.60	25,396.24																									
06/10/16			79.00	16,074.27																									
06/11/16			1.00	71.54																									
06/13/16			80.00	9,135.44									6,026.23																

3312 C.T.H.S. CONSTRUCTION 2016

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CTH J 3.76 mi. (CTH G TO JEFFERSON) 3126.909.3

ORIGINAL BUDGET		RE-ESTIMATED TOTAL		HOURS		TOTAL		006	021	031	032	043	061	062	066	093	094	126	187	190	191	192	196	196	197	199	200	209	231	240	247	401
ORIGINAL BUDGET	RE-ESTIMATED TOTAL	HOURS	TOTAL	RA-MILLING	RS GRAVEL	M SWEEP	M TRACFORV	WOODY	RF CULTVRT	RF DITCH	RF APPURT	A SUPRENGA	A TRAINING	JEDC	RUMBLE	B COURSE	DR & CLVT	CUT/FILL	SEED/LAND	UNDERCUT	SURF MAIN	SIDEWALKS	INTERSECT	CLVGRUB	GRADE RD	SIGNS	C & E LINE	HAULING				
07/05/16		105.00	11,602.83					36.58								591.51							1,954.36									
07/06/16		67.00	11,716.27													340.42							388.57									
07/07/16		60.60	6,832.88													332.73							2,146.10							103.34		
07/08/16		9.00	805.94							292.67						805.94																
07/09/16		0.76	53.30																											53.30		
07/11/16		79.00	8,072.22													665.45							3,057.18									
07/12/16		76.00	10,308.37													4,309.59		118.00					5,640.85									
07/13/16		98.00	13,757.97													369.70							7,432.58									
07/14/16		99.00	14,757.58						617.50							5,955.69							6,392.43									
07/17/16		2.00	130.71													7,741.65														130.71		
07/18/16		126.00	11,124.93													5,388.06		510.62					5,226.26									
07/19/16		107.00	9,507.30													3,268.87							6,233.43									
07/20/16		140.00	11,678.49													5,000							7,480.14									
07/21/16		122.50	10,798.89			79.66										416.40				1,543.16			7,480.14									
07/22/16		16.00	1,331.09								214.63					524.83				2,068.42			5,453.25									
07/24/16		0.76	60.26																											60.26		
07/25/16		161.00	12,662.57													957.72							4,839.73							38.58		
07/26/16		138.00	12,483.60												80.00	3,102.34	1,235.81			3,086.81			4,831.53									
07/27/16		140.60	11,910.42													3,150.86	474.92			3,095.23			4,968.93						104.75			
07/28/16		71.00	30,786.64	23,886.31												1,985.13							4,796.65							118.55		
07/28/16	runge residence	121.60	6,851.78					5,117.62								733.07	1,001.09															
07/29/16		137.60	13,542.12													2,623.53	994.21						7,037.52									
07/31/16		2.00	130.71													192.54														130.71		
08/01/16		161.28	12,734.20													854.63							711.16	6,374.87	1,689.10							
08/02/16		161.00	23,519.12													960.23	3,923.54						2,802.79	7,165.89	8,497.27							
08/03/16		1,432.34	36.60	281.76	75,099.14											357.27							3,182.78	70,396.20								
08/04/16		13.07	laying cost per ton	271.41	36.76	162.00	23,711.15									2,259.73							231.45	3,809.49	16,867.37							
08/05/16		27.40	laying cost per ton																													
08/06/16			100.26	9,970.53												1,024.61							4,064.57	4,142.17	739.18							
08/07/16		2.00	130.71																													
08/08/16			196.00	16,464.91												854.79							4,352.89	4,213.22	2,102.16					130.71		
08/09/16		1,717.66	36.76	276.26	97,543.10											763.46							412.62	86,841.00								
08/10/16		14.28	laying cost per ton																													
08/10/16		1,806.28	36.76	283.60	103,313.90											676.81			160.00				8,359.29	868.28								
08/11/16		14.66	laying cost per ton																													
08/12/16		163.00	14,706.42													24.50							646.08	207.58			11,466.38					33.43
08/12/16		8.60	2,765.42	2,294.50												470.92																
08/13/16		1.00	75.74																													
08/15/16		67.00	6,749.06													566.57							5,073.82									
08/15/16		142.76	17,314.29													7,572.36							2,644.01	4,178.98								
08/16/16		72.80	12,367.31													723.79							2,012.42									
08/17/16		60.00	13,467.45													743.83																
08/18/16		2.00	151.47																													
08/20/16		118.00	19,771.00													646.08																
08/22/16		90.00	14,224.63													780.59																
08/23/16		84.80	13,839.09													480.61																
08/24/16		77.80	12,771.90													628.48																
08/25/16		147.00	28,440.16													431.41																
08/28/16		2.00	130.73													2,494.03							2,383.09	2,081.66								
08/29/16		128.00	16,902.82													591.51																
08/30/16		148.80	15,287.15													591.51							3,440.52	5,605.96								
08/31/16		187.26	14,699.02													4,048.68							4,244.90									
09/01/16		262.00	23,014.18													443.64							4,305.44	5,672.01			2,167.94					
09/01/16																1,345.90							5,118.30	2,164.97			8,830.72					
09/04/16		2.00	137.67																													
09/06/16		148.76	20,210.41													443.64							2,567.41	3,833.90			55.31			227.98		
09/07/16		170.80	18,184.28													406.67							2,567.52	4,291.98						461.83		
09/08/16		233.60	31,411.29													1,695.25							1,446.10	2,049.29						15,995.80		
09/09/16			41,767.90																													
09/10/16		29.00	6,448.17																													
09/12/16		128.60	38.66	268.00	15,643.21											215.71							5,937.74									
09/12/16		42.46	laying cost per ton													385.76							147.11	2,449.17	1,755.98	9,793.39						
09/13/16																																
09/14/16		1,261.13	39.46	361.00	70,748.16											357.27							1,683.99	1,736.13	261.15							
09/14/16		8.76	laying cost per ton													312.81							2,150.03	2,829.40	60,595.63							
09/15/16		88.81	39.66	249.26	20,405.66											357.27							1,130.98	1,789.14			7,253.69					
09/16/16		48.11	laying cost per ton																													

53312 C.T.H.S. CONSTRUCTION		2016		
10/19/2016 14:58				
LABOR 10-10-16				
EQUIPMENT 10-10-16		Description: Design		
MATERIALS 9-30-16				
SHOP MATERIALS 10-10-16		ORIGINAL BUDGET	RE-ESTIMATED TOTAL	HOURS
		0.00	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	

53312 C.T.H.S. CONSTRUCTION 2016

10/15/2016 14:18

LABOR 10-10-16

CTH W (ROAD/SITE WORK) 0.00 mi. ()

EQUIPMENT 10-10-16

Description: Final Mat Pave, Shoulder

MATERIALS 10-10-16

SHOP MATERIALS 10-10-16

Description: Final Mat Pave, Shoulder				006	021	031	032	043	061	062	066	093	094	126	188	190	191	192	196	196	197	199	200	209	231	240	247	401				
MATERIALS 9-30-16				ORIGINAL BUDGET	BY ESTIMATED TOTAL	HOURS	TOTAL	RA-MILLING	RS-GRAVEL	M-SWEEP	M-TRAFCON	RV-WOODVY	RF-CULVERT	RF-DITCH	RF-APPURT	A-SUPPLENG	A-TRAINING	JE/DC	BIKE TRAIL	B-COURSE	DR & CLVT	CUT/FILL	SEED/LND	UNDERCUT	SURF MAIN	WALKWAY/STRT	INTERSECTN	CLRG/RUB	GRADE RD	SIGNS	C & E LINE	HAULING
SHOP MATERIALS 10-10-16				0.00	86,000.00		0.00																									
03/16/16						11.00	1,007.83												1,007.83													
03/17/16						71.60	5,991.62												5,991.62													
03/18/16						64.00	5,775.64												5,775.64													
03/21/16						37.00	2,922.60												2,922.60													
03/22/16						31.00	1,883.89												1,883.89													
04/04/16						32.00	3,535.62												3,535.62													
04/05/16						18.00	1,609.84												1,609.84													
04/15/16						2.00	111.44												111.44													
04/18/16						17.00	1,201.50												1,201.50													
04/26/16						24.00	1,102.94												1,102.94													
04/27/16						94.60	14,020.87												14,020.87													
05/05/16						12.00	996.60												996.60													
05/06/16						18.00	1,494.53												1,494.53													
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53314 C.T.H.S. BRIDGES 2016						
10/19/2016 14:58						
LABOR 10-10-16						
EQUIPMENT 10-10-16						
MATERIALS 9-30-16				061	093	206
SHOP MATERIALS 10-10-16	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	-					

10/19/2016 14:58								
LABOR 10-10-16								
EQUIPMENT 10-10-16								
MATERIALS 9-30-16								
SHOP MATERIALS 10-10-16								
<u>FUNDED PROGRAMS - LEVY</u>	<u>13 C.O.</u>	<u>14 levy</u>	<u>14 revenue</u>	<u>14 transfer</u>	<u>available</u>	EXPENSE TOTAL	BALANCE REMAINING	
315-			-		-	-	-	
315-	-	-	-		-	-	-	
	-	-	-	-	-	-	-	
	-							
REMAINING								
TOTAL EXPENSE BY ACTIVITY	-	-	-	-	-	-	-	

Jefferson County Highway Department Highway Operations Report

October 24, 2016

Operations Summary

Construction Projects

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

Project Type: Reconstruction

Progress: Project is complete! [Opened on October 20th]

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

- Crews are working on 2nd cut of mowing for all state and county highways that need additional work
- Bridge crew working on guardrail and small maintenance projects
- Crews will be working on several small maintenance and paving projects in October and November including paving a few parking lots
- Crews will be working on shoulder gravel improvement for several weeks at the end of October and beginning of November