

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, January 20, 2015

The Jefferson County Highway Committee met on Tuesday, January 20, 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
Brian Udovich, Highway Department
Erik Coonen, Highway Department
Bill Buglass, Payne & Dolan
J. Blair Ward, Corporation Counsel

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

HIGHWAY COMMITTEE MINUTES: The minutes from the December 8, 2014 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:

- NONE

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Construction Projects**

- **Winter Maintenance**

All salt delivery delays were taken care of in December

All trucks and equipment were converted for winter maintenance operations

Crews worked several snow events in December and early January

- **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

Final end of year physical inventories will be completed in January

- **Office/Shop Staff**

Shop staff finished preparing all trucks for winter maintenance operations

Office staff will begin finishing all 2014 entries including any inventory adjustments for 2014

Shop staff is working on vehicle repair/maintenance back-ups from late season construction work

OLD BUSINESS

NONE

NEW BUSINESS

9a. Discussion and possible action on selling two unused remnant parcels of land adjoining Highway B located in the Town of Aztalan, Jefferson County, Wisconsin

County Administrator Wehmeier, Corporation Counsel J. Blair Ward, and Commissioner Kern explained and discussed with the Committee two parcels of land located on CTH B in the Town of Aztalan. These parcels were purchased at one time by the County during the construction work on CTH B, and now serve little to no purpose for keeping. Parcel A was approved by the Finance Committee to proceed with negotiations in selling it. Parcel B has easement issues, and

J. Blair Ward does not support the selling of it for this reason. Commissioner Kern stated that from the Highway Department stand point, there are no issues with the sale of either parcel.

It was moved by Mr. Counsell and seconded by Mr. Buchanan to approve the negotiations to sell Parcel A, and to leave Parcel B for County staff to review, research, and make a recommendation at a later date.

Carried by the following roll call:

AYES: Jaeckel, Buchanan, Christensen, Counsell, Zentner

NOES: None

ABSENT: None

ABSTAIN: None

9b. Update on new highway facility construction progress

Commissioner Kern and Administrator Wehmeier updated the Committee stating that the heating and ventilation are complete, as well as the painting and lights in the truck parking area. Drywall is currently being worked on, and is moving along on schedule. A late March completion date is still expected. They also stated that the current (old) highway facility site has a preliminary environmental study currently in progress.

9c. Review monthly financial account summary

Commissioner Kern reviewed the financial account summary with the Committee. He reviewed the winter maintenance and county maintenance accounts, along with the construction projects. He stated that the books are not yet closed for 2014, and the numbers are preliminary numbers. Questions were answered.

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

BILLS:	12/11/14	\$ 51,035.50
BILLS:	12/18/14	\$ 263,774.72
BILLS:	12/31/14	\$ 164,774.87
BILLS:	01/06/15 For 2015	\$ 5,786.46
BILLS:	01/12/15 For 2014	\$ 43,021.40
BILLS:	01/20/15 For 2014	\$ 7,043.73
BILLS:	01/20/15 For 2015	\$ 23,467.60
COMMITTEE:	November	\$ 337.16
COMMITTEE:	December	\$ 539.68
TOTALS:		\$ 559,781.12

It was moved by Mr. Counsell and seconded by Mr. Buchanan 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. Zentner to adjourn at 9:00 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 Wednesday, March 4, 2015 at 8:00 a.m., followed by a joint meeting with Infrastructure.

Approval: _____

Al Counsell, Secretary