

**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 | \$ <u>497.71</u> |
| 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