

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, September 1, 2015

The Jefferson County Highway Committee met on Tuesday, September 1, 2015, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

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

Members absent: Ron Buchanan

Also Present: William Kern, Highway Commissioner
Ben Wehmeier, County Administrator
Ann Jenswold, Highway Department
Bill Buglass, Payne & Dolan
Alexa Zuellner, Jefferson Daily Union

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

HIGHWAY COMMITTEE MINUTES: The minutes from the August 4, 2015 Highway meeting, having been distributed in advance, it was moved by Mr. Christensen and seconded by Mr. Counsell to approve the minutes as printed.

Carried by the following roll call:

AYES: Jaeckel, Christensen, Counsell, Zentner

NOES: None

ABSENT: Buchanan

ABSTAIN: None

The minutes from the August 11, 2015 joint Finance/Highway meeting, having been distributed in advance, it was moved by Mr. Christensen and seconded by Mr. Jaeckel to approve the minutes as printed.

Carried by the following roll call:

AYES: Jaeckel, Christensen, Counsell, Zentner

NOES: None

ABSENT: Buchanan

ABSTAIN: None

CORRESPONDENCE:

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Construction Projects**

- CTH "W" (Near new Highway Facility)

Progress: Paving is complete, minor shouldering and landscaping will need to be finished in September.

- CTH "N" (CTH B – CTH A) – 5.0 miles

Progress: Roadway construction is complete and all of the binder asphalt is complete. Crews will be working on closing and restoring the main borrow site. Surface asphalt will be completed in September/October.

- CTH "A" (Lake Mills - Watertown) – 10.0 miles

Progress: All pulverizing and grading is complete, the binder mat of asphalt is all complete. The final mat of asphalt will be completed in September.

- CTH "J" (CTH G - Jefferson)

Progress: Begin construction work in September on section between STH 89 and the City of Jefferson

- CTH "P" (CTH E – CTH F) – 2.91 miles

Progress: In design phase, anticipate construction to begin in 2017

- **Winter Maintenance**

- **General Maintenance**

Crews are nearly complete with all the seal coat projects for state, county, towns, and cities

Crews are working on surface patching and shoulder maintenance

Crews are nearing the completion of the first mowing cut on all county and state highways

- **Office/Shop Staff**

Shop staff is busy moving equipment to new building and organizing shop parts and room

Office staff is still moving and organizing files and plans from the old facility to the new facility

OLD BUSINESS

NONE

NEW BUSINESS

9a. Discussion and possible action on the potential purchase of land parcels in the southeastern section of the county.

Commissioner Kern stated that the owner of the land parcel located by CTH "CI" and STH 106, which was discussed at the July Highway meeting, does not want to do a First Right of Refusal. Kern stated that we will hold off for now and look at other parcels in the future. No Motion

9b. Discussion on updated information on the design of satellite facilities for sites in Lake Mills and Concord.

Commissioner Kern stated that a few technical hitches have arisen regarding the satellite facilities. To meet fire code for the size of the building, a \$15,000.00 sprinkler system needs to be added. The sites are not on city water and would be very expensive. We are currently looking to redesign the facility under 5000 square feet with a firewall to meet the code. Also, the City of Lake Mills has a building standard that will not accept a metal building. We are currently looking to do a redesign with other options to meet the standards. Questions were answered. No Motion

9c. Review monthly financial account summary (YTD)

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:	08/11/15	\$ 292,580.55
BILLS:	08/12/15	\$ 324,239.85
BILLS:	08/19/15	\$ 241,761.93
BILLS:	08/26/15	\$ 145,680.09
BILLS:	09/01/15	\$ 18,300.08
P CARD:	AUGUST	\$ 2,385.18
COMMITTEE:	JULY	\$ <u>339.98</u>
TOTALS:		\$1,025,287.66

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

Carried by the following roll call:

AYES: Jaeckel, Christensen, Counsell, Zentner
NOES: None
ABSENT: Buchanan
ABSTAIN: None

Motion by Mr. Zentner and seconded by Mr. Counsell to adjourn at 8:50 a.m.

Carried by the following roll call:

AYES: Jaeckel, Christensen, Counsell, Zentner
NOES: None
ABSENT: Buchanan
ABSTAIN: None

The next meeting will be held on Tuesday, October 6, 2015 at 8:00 a.m., at the Jefferson County Highway Department.

Approval:

Al Counsell, Secretary