

**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 2<sup>nd</sup> 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
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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. Braugler to adjourn at 9:55 a.m.

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Braugler

NOES: None

ABSENT: Poulson

ABSTAIN: None

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

Approval: \_\_\_\_\_  
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