

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, November 29, 2016

The Jefferson County Highway Committee met on Tuesday, November 29, 2016, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Donald Reese; Ron Buchanan; Mike Kelly; James Braughler; Blane Poulson

Members absent: None

Also Present: William Kern, Highway Commissioner
Ben Wehmeier, County Administrator
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 October 24, 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: None

ABSTAIN: Poulson

CORRESPONDENCE:

Newsletters:

- 2017 Winter Highway Conference: January 16 – 18, 2017 at Chula Vista Resort, Wisconsin Dells, Wisconsin

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: Project is complete (Opened October20)

- 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, Bike Parking Lot

Progress: Project is complete

- **Winter Maintenance**

- **General Maintenance**

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

Bridge crew working on guardrail and small maintenance projects

Crews finished several small parking lot projects, including a courthouse lot and a Parks Department parking lot

Crews are adding shoulder gravel to several roadways, including STH 106 and Interstate 94

Shop is busy mounting snow equipment on all the plow trucks

- **Office/Shop Staff**

OLD BUSINESS

- NONE

NEW BUSINESS

9a. Discussion and possible action on accepting equipment bids

Commissioner Kern reviewed the highway equipment with the Committee. He stated that after reviewing the department's equipment needs, we are looking at bidding six quad axle trucks with plow equipment to replace the tri-axle trucks currently in use, two skid steer, and two new road sweepers. The equipment bids will be coming back mid-December, and will be ready for review at the next Highway Committee meeting. No Motion

9b. 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:	11/03/16	\$ 166,443.09
BILLS:	11/18/16	\$ 74,432.46
BILLS:	11/29/16	\$ 100,608.22
P CARD:	NOV-GENERAL	\$ 1,703.07
P CARD:	NOV-BRIAN	\$ 82.00
P CARD:	NOV-BILL	\$ 84.00
COMMITTEE:	OCTOBER	<u>\$ 607.32</u>
TOTALS:		\$ 343,960.16

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

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Braughler, Poulson
NOES: None
ABSENT: None
ABSTAIN: None

Motion by Mr. Buchanan and seconded by Mr. Kelly to adjourn at 8:45 a.m.

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Braughler, Poulson
NOES: None
ABSENT: None
ABSTAIN: None

The next meeting will be held on Tuesday, January 3, 2017 at the Jefferson County Highway Department.

Approval: _____
