

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, October 3, 2017

The Jefferson County Highway Committee met on Tuesday, October 3, 2017, 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
Brian Udovich, Highway Department

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

HIGHWAY COMMITTEE MINUTES: The minutes from the August 29, 2017 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, Poulson

NOES: None

ABSENT: None

ABSTAIN: None

CORRESPONDENCE:

Newsletters/E-Mails:

- Karen Rybold-Chin: Regarding mowing of pollinator species along the right of way

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Construction Projects**
- CTH "P" (CTH E – CTH F) – 4.00 miles
Project Type: Reconstruction (2017/2018)
Progress: Phase I is complete.
- CTH "Y" (CTH D – CTH F) – 3.00 miles
Project Type: Pulverize and Resurface
Progress: Project is complete.
- CTH "Y" (US 18 – STH 26) – 4.75 miles
Project Type: Pulverize and Resurface
Progress: Project is complete.
- CTH "J" (CTH G – Jefferson, Hwy Site Access Road)
Project Type: Landscaping, Paving Access Road
Progress: Landscaping work completed, access road has been prepared for paving.
- **Winter Maintenance**
- **General Maintenance**
Crews working on fall mowing cut on county highways
Crews finished small paving project for Johnson Creek and will be completing several small paving projects for townships
Crews working on site preparation work for the Concord and Lake Mills satellite shops and also working on salt shed for Concord
- **Office/Shop Staff**
2018 Highway Department recommended budget was reviewed by Administration and Finance Committee.

OLD BUSINESS

- NONE

NEW BUSINESS

9a. Review 2018 Highway Department recommended budget

Commissioner Kern reviewed the 2018 recommended budget with the Committee, including projects on CTH “Y”; CTH “CW”; and CTH “P”, pavement ratings, staffing, and future projects. Questions were answered. No Motion

9b. Discuss monthly financial account summary (YTD)

Commissioner Kern reviewed the financial account summary with the Committee, and answered questions. No Motion

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

BILLS:	09/05/17	\$ 44,527.04
BILLS:	09/13/17	\$ 597,888.84
BILLS:	09/20/17	\$ 161,426.13
BILLS:	10/03/17	\$ 136,296.08
P CARD:	SEPT-BRIAN	\$ 241.00
P CARD:	SEPT-GENERAL	\$ 6,151.16
TOTALS:		\$ 946,530.25

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, Braughler, Kelly, Poulson

NOES: None

ABSENT: None

ABSTAIN: None

Motion by Mr. Buchanan and seconded by Mr. Reese to adjourn at 8:55 a.m.

Carried by the following roll call:

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

The next two meetings will be held on Tuesday, November 7, 2017 (8:00 a.m.) and Tuesday, December 12, 2017 (5:30 p.m.), at the Jefferson County Highway Department.

Approval: _____
