

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Monday, December 17, 2018

The Jefferson County Highway Committee met on Monday, December 17, 2018, at 8:30 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Michael Wineke; Lloyd Zastrow; John Kannard; Dick Schultz

Members absent: Donald Reese

Also Present: William Kern, Highway Commissioner
Ann Jenswold, Highway Department
Jim Schroeder, County Board Chair
Ben Wehmeier, County Administrator
J. Blair Ward, Corporation Counsel
Andy Erdman, Land Information
Jim Morrow, County Surveyor
Bridget Olson, Aztalan
Rick Winter, Aztalan
David Messmer, Milford
Yvette Messmer, Milford
Charles Untz, Lake Mills

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

HIGHWAY COMMITTEE MINUTES: The minutes from the November 27, 2018 Highway meeting, having been distributed in advance, it was moved by Mr. Zastrow and seconded by Mr. Wineke to approve the minutes as printed.

Carried by the following roll call:

AYES: Wineke, Zastrow, Schultz, Kannard

NOES: None

ABSENT: Reese

ABSTAIN: None

CORRESPONDENCE:

Newsletters/E-Mails:

- Letter – David Messmer: Remnant parcel on CTH “B”

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Construction Projects**

All major construction projects are substantially complete

- **Winter Maintenance**

WisDOT held a comprehensive winter maintenance training program on December 6 in the Highway Department training room. Well over 100 people attended the training including Highway Commissioners and Superintendents from over 30 highway departments. The keynote speakers included Dr. Scott from Cargill Deicing Technology and Dr. Wilf from the Salt Institute.

Crews recently completed winter maintenance equipment calibration and testing

Crews have completed 6 full call-out storms this winter and a few partial call-outs

Crews are installing the new brine storage tanks at all highway shops

- **General Maintenance**

Crews are working on miscellaneous brushing on state and county highways

Crews are completing some additional pavement repair projects and shoulder work before winter

- **Office/Shop Staff**

Office staff is working on end-of-year activities and preparing for a turnover in the accounting staff

Physical inventories will take place over the next few weeks

OLD BUSINESS

8a. Discussion and possible action on selling a remnant parcel of property owned for highway purposes to Rick Winter

Corporation Counsel, J. Blair Ward, gave a recap of the information shared at the November meeting. Andy Erdman, Land Information, shared state statute information on CTH "B", stating that the County owns right-of-way on old CTH "B", and the roadway is still considered a roadway with traffic on it. He discussed property lines of the three parties and gave information reference to the survey, county right-of-way, and easements.

Mr. Messmer spoke on behalf of his concerns regarding the purchase of the remnant parcel by Mr. Winter, and proposed for the County to divide the remnant into thirds for ease of entry for all three properties.

J. Blair Ward stated options on the sale or if the County did not sell the parcel. He stated that the County could deny the sale and keep the status quo, or possibly revisit the sale option at a later time if it was presented again down the road.

It was noted that County Board Chair, Jim Schroeder, was present in the case of a tie vote on the issue.

It was moved by Mr. Wineke and seconded by Mr. Kannard to deny the sale of the remnant parcel along CTH "B" to Rick Winter, and keep the status quo.

Carried by the following roll call:

AYES: Wineke, Zastrow, Kannard, Schultz
NOES: None
ABSENT: Reese
ABSTAIN: None

NEW BUSINESS

9a. 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:	12/03/18	\$ 38,020.72
BILLS:	12/10/18	\$ 73,524.34
BILLS:	12/21/18	\$ 76,168.62
COMMITTEE:	NOV	\$ 334.95
P CARD:	DEC-GENERAL	\$ 265,185.48
P CARD:	DEC-GREG	\$ 910.20
TOTALS:		\$ 454,144.31

It was moved by Mr. Schultz and seconded by Mr. Wineke that the bills are allowed as reviewed.

Carried by the following roll call:

AYES: Wineke, Zastrow, Kannard, Schultz
NOES: None
ABSENT: Reese
ABSTAIN: None

It was noted that there will be a vote at the January Highway Committee meeting, to fill the Chair position of this committee, with the passing of Mr. Reese.

Motion by Mr. Schultz and seconded by Mr. Zastrow to adjourn at 9:35 a.m.

- Carried by the following roll call:
 AYES: Wineke, Zastrow, Kannard, Schultz
 NOES: None
 ABSENT: Reese
 ABSTAIN: None

The next meeting will be held on **Tuesday, January 29, 2019, at 8:30 a.m.**, at the Jefferson County Highway Department.

Approval: _____
