

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, February 7, 2012

The Jefferson County Highway Committee met on Tuesday, February 7, 2012, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Ron Buchanan; Blane Poulson; George Jaeckel; Craig Peterson

Members absent: Glen Borland

Also Present: William Kern, Highway Commissioner
Ann Jenswold, Highway Department
Brian Udovich, Highway Department
Erik Coonen, Highway Department
Don Reese, County Board Supervisor
Richard Jones, County Board Supervisor
Jan Roou, County Board Supervisor
Mike Burow, County Board Supervisor
John Molinaro, County Board Chairman
Gary Petre, County Administrator
Phil Ristow, Corporation Counsel
Karyn Spory, Jefferson Daily Union

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

HIGHWAY COMMITTEE MINUTES: The minutes from the January 24, 2012 Highway meeting, having been distributed in advance, it was moved by Mr. Jaeckel and seconded by Mr. Poulson to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Peterson

NOES: None

ABSENT: Borland

ABSTAIN: None

CORRESPONDENCE:

- NONE

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- County Board Supervisor, Don Reese, spoke regarding concerns along CTH “P” in Pipersville.

HIGHWAY COMMISSIONER’S REPORT:

- **Project/Construction Work**

- **General Maintenance**

Crews are completing brushing work on various highways

Crews are hauling material to CTH “SC” project for construction preparation

Crews are completing guardrail/bridge repairs at various locations

Crews are working on sign installation work for county, state, and town roads

- **Winter Maintenance**

Crews have only been out on several weekends for a few snow/ice events.

- **Office/Shop**

End of year physical inventories

Starting work on year-end closing

Updated aerial bucket truck delivered (Employee training completed)

OLD BUSINESS

8a. Discussion and possible action on Highway Department facility conditions and the two latest consultant reports on the new highway facility and county land values.

Commissioner Kern handed out a Facility Condition Report summarizing the department studies from the year 2000 through 2012. He stated that this report will be distributed to all County Board members. Mr. Petre stated that the Land & Water Committee was forwarding to County Board a resolution regarding the continuation of the study from Bray Architects on the Puerner Street site.

After debate and discussion, it was moved by Mr. Poulson and seconded by Mr. Peterson to postpone the Puerner Street site and the two industrial sites from further consideration and to keep sites A and C as options. In addition, staff is requested to get the following information as recommended by Bray Architects under the Considerations/Rationale section of their presentation, and to report their findings back to the Highway Committee at its March 6, 2012 meeting:

1. Detailed conversation related to utility extension costs needs to occur for sites A and C.
2. Discussion with Site A landowner to determine interest in land sale.
3. Further evaluation of Site C master plan to determine suitability of Highway Department use and final location of 40 acre parcel.
4. Commitment to further exploration of two new sites allows County to proceed with more detailed analysis.

Carried by the following roll call:

AYES: Buchanan, Poulson, Peterson

NOES: Jaeckel

ABSENT: Borland

ABSTAIN: None

NEW BUSINESS

9a. Discuss tractor loader purchase agreement from Aring Equipment

Highway Commissioner Kern discussed with the Committee the equipment purchase contract with Aring Equipment Company regarding four 2008 Model L90F Volvo Wheel Loaders and one 2008 Model L110F Volvo Wheel Loader. This will come back to the Committee at a later date for discussion to continue contract. No Motion.

9b. Convene in closed session pursuant to s. 19.85(1)(e), Wisconsin Statutes, to deliberate the purchase of public property interests for a satellite highway facility.

It was moved by Mr. Jaeckel and seconded by Mr. Poulson to convene in closed session at 8:58 a.m.

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Peterson

NOES: None

ABSENT: Borland

ABSTAIN: None

9c. Reconvene in open session to take action if necessary on items discussed in closed session concerning public property interests for a satellite highway facility.

It was moved by Mr. Peterson and seconded by Mr. Poulson to reconvene in open session at 9:27 a.m.

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Peterson

NOES: None

ABSENT: Borland

ABSTAIN: None

It was moved by Mr. Jaeckel and seconded by Mr. Poulson to advance to County Board that we will attempt to acquire the property for accessing the 4000 ton salt shed near the intersection of Highway 89 and I-94, and possibly for satellite shop in the future.

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Peterson

NOES: None

ABSENT: Borland

ABSTAIN: None

9d. Review monthly financial account summary

The Highway Commissioner stated that the year end closing was still being worked on and that there is no further information at this time. No Motion

9e. Discussion and possible action on the purchase of a used stainless steel tanker from Gullickson Trucking

The Highway Commissioner discussed the 6200 gallon, 1992 Walker Tanker with the Committee, for the purchase price of \$24,900, from Gullickson Trucking.

It was moved by Mr. Jaeckel and seconded by Mr. Poulson to purchase the stainless steel tanker from Gullickson Trucking for the purchase price of \$24,900, and replace the two old units in the fleet.

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Peterson

NOES: None

ABSENT: Borland

ABSTAIN: None

9f. Review proposals for CTH C design project

Operations Manager, Brian Udovich, stated that 11 firms submitted proposals out of the 14 that were sent out. Based on hours listed, experience, qualifications, approach, and understanding of the project, he recommends MSA Professional Services for \$42,658.55.

After discussion and debate by the Committee, it was moved by Mr. Peterson and seconded by Mr. Jaeckel to recommend Snyder & Associates Engineers & Planners for \$37,788.00 for the CTH "C" project.

Carried by the following roll call:

AYES: Jaeckel, Peterson

NOES: Buchanan, Poulson

ABSENT: Borland

ABSTAIN: None

Motion doesn't carry.

After further discussion and debate, it was moved by Mr. Poulson and seconded by Mr. Buchanan to use Brian Udovich's professional opinion and use MSA Professional Services in the amount of \$42,658.55 for the CTH "C" project.

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel

NOES: None

ABSENT: Borland

ABSTAIN: Peterson

Motion Carried.

10. Highway Operations Report

The Commissioner reviewed the operations with the Committee regarding current operations and winter maintenance events. No Motion.

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

BILLS:	02/01/12	\$ 188,342.86
BILLS:	02/07/12 For 2011	\$ 17,700.00
BILLS:	02/07/12 For 2012	<u>\$ 65,665.77</u>
TOTALS:		\$ 271,708.63

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

Carried by the following roll call:

- AYES: Buchanan, Poulson, Jaeckel, Peterson
- NOES: None
- ABSENT: Borland
- ABSTAIN: None

The next Highway Committee meeting will be Tuesday, March 6, 2012, at the Jefferson County Highway Department.

Motion by Mr. Jaeckel and seconded by Mr. Poulson to adjourn at 9:36 a.m.

Carried by the following roll call:

- AYES: Buchanan, Poulson, Jaeckel, Peterson
- NOES: None
- ABSENT: Borland
- ABSTAIN: None

Approval: _____

 Craig Peterson, Secretary