

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Wednesday, March 5, 2008

The Jefferson County Highway Committee met on Wednesday, March 5, 2008, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Ron Buchanan; Robert Yachinich; John Molinaro; Don Reese

Members absent: Blane Poulson

Also Present: William Kern, Highway Commissioner
Bill Bugliss, Payne & Dolan

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

HIGHWAY COMMITTEE MINUTES: The minutes from the February 20, 2008 meeting, having been distributed in advance, it was moved by Mr. Reese and seconded by Mr. Yachinich to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Yachinich, Reese

NOES: None

ABSENT: Poulson

ABSTAIN: Molinaro

CORRESPONDENCE:

- Letter from Alpha Terra regarding safety training

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- None

HIGHWAY COMMISSIONER'S REPORT:

- General Maintenance work being done
 - Patching – Various patching on state and county highways & I-94
 - Bridge and Sign maintenance on county, state, and town roads
 - Brushing and tree removal work
- Winter Maintenance
 - Regular winter maintenance duties (Day, Night and Weekends)
 - Extra hours for salt shipments
- Shop Operations and Office Operations
 - Busy with truck repairs from winter maintenance work
 - Working on the set-up of new tri-axle trucks
 - Several new small trucks and loaders are here
 - Closing books and end of year accounting work

OLD BUSINESS

8a. Review Winter Maintenance fund balance and discuss transfer of funds.

The following was discussed: The committee reviewed the Winter Maintenance fund balance and possible transfer of funds.

NEW BUSINESS

9a. Review and approve 2008 WisDOT Routine Maintenance Contract, and all other WisDOT Contracts for 2008.

The committee discussed the WisDOT Routine Maintenance Contracts.

It was moved by Mr. Reese and seconded by Mr. Yachinich to approve the maintenance contracts with WisDOT.

Carried by the following roll call:

AYES: Buchanan, Yachinich, Molinaro, Reese

NOES: None

ABSENT: Poulson

ABSTAIN: None

9b. Discuss the Highway Committee voucher review process.

The committee discussed the voucher review process. The committee is aware that some bills are prepaid due to discounts and time sensitive purposes.

9c. Review 2008 monthly financial account summary.

The committee discussed the highway operations report.

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

BILLS:	02/27/08	56,864.58
BILLS:	03/05/08	209,746.06
BILLS:	03/05/08	<u>17,106.08</u>
TOTALS:		\$283,716.72

It was moved by Mr. Reese and seconded by Mr. Yachinich that the bills are allowed as reviewed.

Carried by the following roll call:

- AYES: Buchanan, Yachinich, Molinaro, Reese
- NOES: None
- ABSENT: Poulson
- ABSTAIN: None

The next regular Highway Committee meeting will be held on April 9, 2008, starting at 8:00 A.M. at the Jefferson County Highway Department.

Motion by Mr. Reese and seconded by Mr. Yachinich to adjourn.

Carried by the following roll call:

- AYES: Buchanan, Yachinich, Molinaro, Reese
- NOES: None
- ABSENT: Poulson
- ABSTAIN: None

Approval: _____

John Molinaro, Secretary