



## Agenda

# Jefferson County Highway Committee Meeting

Wednesday, November 6, 2013

8:00am

Office of the Highway Commissioner – Committee Room  
141 West Woolcock Street  
Jefferson, Wisconsin

**Committee Members:** Ron Buchanan, Chairman; George Jaeckel, Vice Chairman; Al Counsell, Secretary; Glen Borland, Blane Poulson

**Highway Commissioner:** William T. Kern

### AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment
6. Minutes from October 1, 2013 Highway Committee meeting
7. Communications
8. Old Business    a. None
9. New Business    a. Review and approve 2014 WisDOT Routine Maintenance Agreement and additional WisDOT contracts  
                              b. Review small vehicle state bid results for pick-ups, crew cabs, and vans  
                              c. Review bid results for two (2) tractors and mowers (Dodge County bid)  
                              d. Review bid results for a trailer-roller  
                              e. Review monthly financial account summary
10. Highway Operations Report
11. Review and approve vouchers
12. Adjourn

*Note: The Highway Committee may discuss and/or take action on any item specifically listed on the agenda.*

***"Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made."***

**JEFFERSON COUNTY HIGHWAY COMMITTEE  
MEETING MINUTES**

**Tuesday, October 1, 2013**

The Jefferson County Highway Committee met on Tuesday, October 1, 2013, at 8:00 A.M. for a meeting at the Highway Office.

**ROLL OF THE HIGHWAY COMMITTEE:**

Members present: Ron Buchanan; Glen Borland; George Jaeckel; Blane Poulson

Members absent: Al Counsell

Also Present: William Kern, Highway Commissioner  
Ben Wehmeier, County Administrator  
John Molinaro, County Board Chairman  
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 September 10, 2013 Highway meeting, having been distributed in advance, it was moved by Mr. Poulson and seconded by Mr. Jaeckel to approve the minutes as printed.

Carried by the following roll call:

AYES: Poulson, Borland, Jaeckel

NOES: None

ABSENT: Counsell

ABSTAIN: Buchanan

**CORRESPONDENCE:**

- E-mail received regarding Rock River Historic Route

Newsletters:

- NONE

News Releases/Notices:

- NONE

**PUBLIC COMMENT:**

- NONE

**HIGHWAY COMMISSIONER'S REPORT:**

- **Project/Construction Work**

CTH C (Hoopen Road – US 12) – Project is complete

CTH N (CTH B – CTH E) – Project work is starting on the south end

CTH E (CTH P – I94) – Paving work is complete

- **General Maintenance**

Crews are working on the second cut of mowing on county highways and additional cutting needed on state highways

Crews completed all remaining seal coat projects

Crews are completing various signing repair work

Crews are completing guardrail/bridge repairs at various locations

- **Winter Maintenance**

- **Office/Shop**

**OLD BUSINESS**

- NONE

**NEW BUSINESS**

**9a. Review monthly financial account summary**

The Highway Commissioner discussed the financial account summary with the Committee, and answered questions. No Motion

**10. Highway Operations Report**

The Commissioner reviewed the operations report with the Committee regarding current operations, and answered questions. He stated that CTH “C” should be completed this week. He stated that CTH “E” is having shoulder work and driveways finalized this week. Finally reporting that CTH “N” has a small crew currently working there, but by end of week, all crews will be working on the south end. There was a brief discussion regarding the status of CTH “A” and the design. Commissioner Kern commented that equipment bids will be coming in November and December. No Motion.

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

BILLS:	09/18/13	\$ 125,955.93
BILLS:	10/01/13	\$ 54,213.17
Not Paid Per Committee:	10/01/13	\$ (964.06)
Payments Corrected:	10/02/13	\$ 469.13
COMMITTEE:	AUGUST	<u>\$ 323.03</u>
TOTALS:		\$ 179,997.20

It was moved by Mr. Borland and seconded by Mr. Jaeckel that the bills are allowed as reviewed.

Carried by the following roll call:

AYES: Buchanan, Borland, Jaeckel, Poulson

NOES: None

ABSENT: Counsell

ABSTAIN: None

Motion by Mr. Borland and seconded by Mr. Jaeckel to adjourn at 8:25 a.m.

Carried by the following roll call:

AYES: Buchanan, Borland, Jaeckel, Poulson

NOES: None

ABSENT: Counsell

ABSTAIN: None

There was a motion to reconvene at 8:58 a.m. by Buchanan, seconded by Jaeckel. All members present except Counsell.

There was discussion regarding vouchers covering the WCHA payments to Timm Punzel, Erik Coonen, Randy Rammelt, and Dennis Hummel.

It was moved by Mr. Jaeckel and seconded by Mr. Poulson to pay one third (1/3) of mileage for Hummel, Coonen, and Rammelt, and that policy concerning reimbursement of expenses will be reviewed with employees.

Carried by the following roll call:

AYES: Buchanan, Borland, Jaeckel, Poulson

NOES: None

ABSENT: Counsell

ABSTAIN: None

Motion by Mr. Jaeckel and seconded by Mr. Poulson to adjourn at 9:16 a.m.

Carried by the following roll call:

AYES: Buchanan, Borland, Jaeckel, Poulson

NOES: None

ABSENT: Counsell

ABSTAIN: None

Approval:

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Al Counsell, Secretary



## ROUTINE MAINTENANCE AGREEMENT

JEFFERSON COUNTY

CALENDAR YEAR 2014

The State of Wisconsin Department of Transportation (hereafter called the Department) authorizes the maintenance project herein described, and the above designated County, represented by its County Highway Committee and Highway Commissioner, agrees to perform such operations and furnish such materials as listed below. It is understood that the maintenance services authorized under this agreement shall be accomplished in compliance with state and federal law and under the general direction of the Department. Payment for services provided under this agreement shall be made to the County based on actual labor, including fringe benefit costs, machinery allowances as specified in the current MAINTENANCE MANUAL, CHAPTER 2, and material purchases authorized by the Department. Such payment shall be made upon presentation of accounts itemized and verified in accordance with regulations of the Department.

In connection with the services provided under this agreement, the County agrees not to discriminate against any employee or applicant for employment because of sex, age, race, religion, color, handicap, physical condition, developmental disability as defined in s.51.05(5), sexual orientation, or national origin. This provision shall include, but not be limited to the following: employment upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The County further agrees to post in a conspicuous place, available for employees and applicants for employment, notices setting forth these provisions.

The disclaimer language as contained in the State Highway Maintenance Manual is included in this agreement by reference. The County is obligated to provide services under this agreement only to the extent it receives Department funding for the same. The Department recognizes that the County does not warrant that maintenance funds provided by the Department are sufficient to provide for a uniform level of service or standard of state highway maintenance applicable to all situations. Certain factors, including but not limited to, weather restrictions and funding or labor shortages, may make universal, year-round compliance with the goals expressed within this manual impossible to achieve.

PROJECT ID	COUNTY ACCT. NO.	DESCRIPTION	AMOUNT
0028-01-01	53321	ROADWAYS ASPHALT MAINTENANCE	NON INTERSTATE \$ 75,000
0028-01-02	53321	ROADWAYS ASPHALT MAINTENANCE	INTERSTATE \$ 50,000
0028-01-03	53321	ROADWAYS CONCRETE MAINTENANCE	NON INTERSTATE \$ 22,500
0028-01-04	53321	ROADWAYS CONCRETE MAINTENANCE	INTERSTATE \$ 5,000
0028-01-05	53321	ROADSIDE MAINTENANCE	NON INTERSTATE \$ 100,000
0028-01-06	53321	ROADSIDE MAINTENANCE INTERSTATE	INTERSTATE \$ 35,000
0028-01-07	53321	RMN ROUTINE MISCELLANEOUS	NON INTERSTATE \$ 50,000
0028-01-08	53321	RMI ROUTINE MISCELLANEOUS	INTERSTATE \$ 30,000
0028-01-11	53321	WINTER MAINTENANCE	NON INTERSTATE \$ 423,838
0028-01-12	53321	WINTER MAINTENANCE	INTERSTATE \$ 179,300
0028-01-21	53321	ROUTINE STRUCTURES	NON INTERSTATE \$ 105,222
0028-01-22	53321	ROUTINE STRUCTURES	INTERSTATE \$ 42,700
0028-01-31	53321	ROADSIDES FACILITY MAINTENANCE	NON INTERSTATE \$ 100,000
0028-01-32	53321	ROADSIDES FACILITY MAINTENANCE	INTERSTATE \$ 25,000
0028-01-33	53321	ROADSIDES VEGETATION	NON INTERSTATE \$ 275,000
0028-01-34	53321	ROADSIDES VEGETATION	INTERSTATE \$ 164,700
0028-01-40	53321	ADMIN NON PATROL SUPERVISION	BOTH \$ 91,040
0028-01-41	53321	ADMIN PATROL SUPERVISION	BOTH \$ 135,000
0028-01-51	53321	ROUTINE STRUCTURES	OFF SYSTEM \$ 1,500
0028-01-61	53321	SIGN REPAIR	NON INTERSTATE \$ 15,000
0028-01-62	53321	SIGN REPAIR	INTERSTATE \$ 10,000
0028-01-65	53321	PERMANENT SIGN REPLACEMENT	\$ 11,500

ESTIMATED COUNTY COSTS \$ 1,947,300

DATE: \_\_\_\_\_

## ESTIMATED AMOUNT BUDGETED

COUNTY LABOR	\$ 997,259
COUNTY EQUIPMENT	\$ 614,532
COUNTY MATERIALS	\$ 177,344
ADMINISTRATIVE SUPPORT	\$ 158,165

County Highway Commissioner

TOTAL COUNTY COST \$ 1,947,300

Approved for DEPARTMENT OF TRANSPORTATION

DTSD Regional Director

Date

County Highway Committee

Director, Bureau of Highway Maintenance

Date

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## 2014 Fleet/Non-Retail Ford F-150 2WD SuperCab 163" XL X1C

### QUOTE WORKSHEET

240 239  
241

#### QUOTE WORKSHEET - 2014 Fleet/Non-Retail X1C 2WD SuperCab 163" XL

MSRP	\$29,430.00
Destination Charge	\$1,095.00
Optional Equipment	\$1,755.00
Dealer Advertising	\$0.00
PRE-TAX ADJUSTMENTS:	
STATE OF WISCONSIN MUNICIPAL DISCOUNT	(\$10,218.00)
Total Pre-Tax Adjustments	(\$10,218.00)
Taxable Price	\$22,062.00
 TOTAL	 \$22,062.00

Customer Signature / Date

Dealer Signature / Date

2014 FORD F150 SUPER CAB 2WD TO YOUR SPECS AS DETAILED. DELIVERY CAN BE ANTICIPATED 60-90 DAYS FROM RECEIPT OF YOUR ORDER. PAYMENT TERMS ARE NET TEN DAYS.

FINAL ORDER DATE 12/31/13.

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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## 2014 Fleet/Non-Retail Ford F-150 4WD SuperCab 163" XL X1E

### QUOTE WORKSHEET

4C

#### QUOTE WORKSHEET - 2014 Fleet/Non-Retail X1E 4WD SuperCab 163" XL

MSRP	\$32,850.00
Destination Charge	\$1,095.00
Optional Equipment	\$1,755.00
Dealer Advertising	\$0.00
PRE-TAX ADJUSTMENTS:	
STATE OF WISCONSIN MUNICIPAL DISCOUNT	(\$10,645.00)
Total Pre-Tax Adjustments	(\$10,645.00)
Taxable Price	\$25,055.00
 TOTAL	 \$25,055.00

Customer Signature / Date

Dealer Signature / Date

2014 FORD F150 SUPER CAB 4WD TO YOUR SPECS AS DETAILED. DELIVERY CAN BE ANTICIPATED 60-90 DAYS FROM RECEIPT OF YOUR ORDER. PAYMENT TERMS ARE NET TEN DAYS.

FINAL ORDER DATE 12/31/13.

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## 2014 Fleet/Non-Retail Ford Super Duty F-350 SRW 2WD Crew Cab 172" XL

### QUOTE WORKSHEET

242  
245

#### QUOTE WORKSHEET - 2014 Fleet/Non-Retail W3A 2WD Crew Cab 172" XL

MSRP	\$34,615.00
Destination Charge	\$995.00
Optional Equipment	\$10,140.00
Dealer Advertising	\$0.00
PRE-TAX ADJUSTMENTS:	
STATE OF WISCONSIN MUNICIPAL DISCOUNT	(\$14,745.00)
Total Pre-Tax Adjustments	(\$14,745.00)
Taxable Price	\$31,005.00
 TOTAL	 \$31,005.00

Customer Signature / Date

Dealer Signature / Date

2014 FORD F350 CREW CAB 2WD SRW REVISED TO YOUR SPECS AS DETAILED. DELIVERY CAN BE ANTICIPATED 60-90 DAYS FROM RECEIPT OF YOUR ORDER. PAYMENT TERMS ARE NET TEN DAYS.

FINAL ORDER DATE 12/31/13.

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2014 Fleet/Non-Retail Ford Super Duty F-350 DRW 4WD Crew Cab 172" XL

**QUOTE WORKSHEET**

243-SRW  
244-SRW

**QUOTE WORKSHEET - 2014 Fleet/Non-Retail W3D 4WD Crew Cab 172" XL**

MSRP		\$38,615.00
Destination Charge		\$995.00
Optional Equipment		\$9,500.00
Dealer Advertising		\$0.00
PRE-TAX ADJUSTMENTS:		
STATE OF WISCONSIN MUNICIPAL DISCOUNT	(\$15,184.00)	
Total Pre-Tax Adjustments		(\$15,184.00)
Taxable Price		\$33,926.00
 TOTAL		 \$33,926.00

Customer Signature / Date

Dealer Signature / Date

2014 FORD F350 CREW CAB 4WD DRW REVISED TO YOUR SPECS AS DETAILED. DELIVERY CAN BE ANTICIPATED 60-90 DAYS FROM RECEIPT OF YOUR ORDER. PAYMENT TERMS ARE NET TEN DAYS.

FINAL ORDER DATE 12/31/13.

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2013 Fleet/Non-Retail Ford Super Duty F-550 DRW 4WD SuperCab 186" W

**QUOTE WORKSHEET**

214

**QUOTE WORKSHEET - 2013 Fleet/Non-Retail X5H 4WD SuperCab 186" WB 84" CA XL**

MSRP	\$41,135.00
Destination Charge	\$995.00
Optional Equipment	\$11,110.00
Dealer Advertising	\$0.00
PRE-TAX ADJUSTMENTS:	
STATE OF WISCONSIN MUNICIPAL DISCOUNT	(\$10,368.00)
Total Pre-Tax Adjustments	(\$10,368.00)
Taxable Price	\$42,872.00
 TOTAL	 \$42,872.00

Customer Signature / Date

Dealer Signature / Date

2014 FORD F550 SUPER CAB 4WD C&C TO YOUR SPECS AS DETAILED. DELIVERY CAN BE ANTICIPATED 90-120 DAYS FROM RECEIPT OF YOUR ORDER. PAYMENT TERMS ARE NET TEN DAYS.

FINAL ORDER DATE 12/31/13.

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## 2014 Fleet/Non-Retail Dodge Grand Caravan 4dr Wgn SE RTKH53

### QUOTE WORKSHEET

225C

#### QUOTE WORKSHEET - 2014 Fleet/Non-Retail RTKH53 4dr Wgn SE

MSRP	\$19,995.00
Destination Charge	\$995.00
Optional Equipment	\$3,690.00
Dealer Advertising	\$0.00
PRE-TAX ADJUSTMENTS:	
STATE OF WISCONSIN MUNICIPAL DISCOUNT	(\$3,442.00)
Total Pre-Tax Adjustments	(\$3,442.00)
Taxable Price	\$21,238.00
 TOTAL	 \$21,238.00

Customer Signature / Date

Dealer Signature / Date

2014 DODGE GRAND CARAVAN SE TO YOUR SPECS AS DETAILED. DELIVERY CAN BE ANTICIPATED 60-90 DAYS FROM RECEIPT OF YOUR ORDER. PAYMENT TERMS ARE NET TEN DAYS.

FINAL ORDER DATE 12/31/13.

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# Proposal Sheet

## BIDSHEET

### TWO (2) 2014 TRACTORS AND FLAIL MOWERS

TWO (3) JOHN DEERE 6105M TRACTORS. 2WD  
MAKE & MODEL

WARRANTY: 24 months or 2000 HRS whichever is first

TWO (2) DIAMOND 75" HD MID MOUNT FLAIL MOWERS.  
MAKE & MODEL

WARRANTY: 1 YEAR

TWO (2) DIAMOND 102" HD REAR MOUNT FLAIL MOWERS  
MAKE & MODEL

WARRANTY: 1 YEAR

TRACTORS WITH MOWERS BID EACH: Ktm \$ ~~871199~~ 85993<sup>00</sup>

TOTAL BID: Ktm \$ ~~171998~~ 171986<sup>00</sup>

BID TRADES EACH: \$ 22000<sup>00</sup>

TOTAL TRADE: \$ 44000<sup>00</sup>

TOTAL NET BID AFTER TRADES: Ktm \$ ~~130998~~ 127986<sup>00</sup>

#### Trades:

One 2005 John Deere 6415 Tractor:  
11 WT with Side & Rear Mount  
Diamond Flail Mowers  
DSF-75C, DRF-102C

11WT Ser#B437736 with 2500 hr.

One 2005 John Deere 6415 Tractor:  
12WT with Side & Rear Mount  
Diamond Flail Mowers  
DSF-75C, DRF-102C

12WT Ser#B437830 with 2800 hr.

Delivery Date: PLEASE See ATTACHED Letter



Sales      Parts      Service

House Quote  
09-17-13

WRT PT13 Roller  
Equipped as follows:

- \*Heavy 1/4 " Plate construction with formed top edges on main body
- \*120 cubic foot capacity on 13 wheel models
- \*Drain hole in main body
- \* 7'6" wide rolling width

COMPACTION:

- \*8.5-90-15 6 ply rating, smooth roller tires

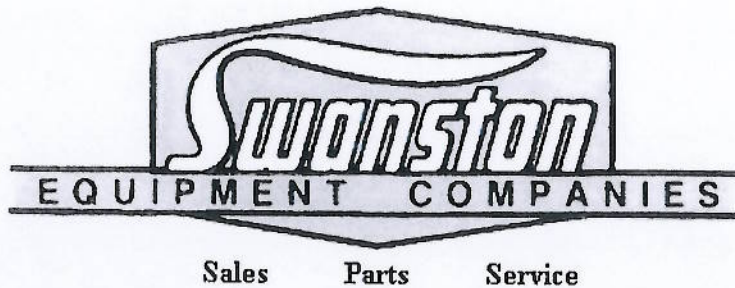
MECHANICAL:

- \*Sturdy structural steel channel removable tow hitch
- \*Bronzed bushed king pin
- \*Heavy duty 6 bolt hub
- \*Drop center rims
- \*Cast steel hub caps
- \*One size triple sealed Timken bearings used throughout



Your price      \$17,500.00  
Sales Tax NOT included  
Subject to prior Sale

Jon Saetre  
1-800-369-0371



9-17-13

WRT PT15 Roller  
Equipped as follows:

- \*Heavy 1/4 " Plate construction with formed top edges on main body
- \*140 cubic foot capacity on 15 wheel model
- \*8'6" wide rolling width

\*Drain hole in main body

**COMPACTION:**

- \*8.50 -90-15 - 6 ply rating, smooth roller tires

**MECHANICAL:**

- \*Sturdy structural steel channel removable tow hitch
- \*Bronzed bushed king pin
- \*Heavy duty 6 bolt hub
- \*Drop center rims
- \*Cast steel hub caps
- \*One size triple sealed Timken bearings used throughout

Your price FOB Fargo            \$19,500.00

Jon Saetre  
1-800-369-0371





Investment Proposal for:  
JEFFERSON COUNTY WISCONSIN  
320 S.MAIN ST JEFFERSON WI  
JEFFERSON, WI 53549  
Phone: (920) 723-7286



Ryan Miller  
12500 DuPont Avenue South  
Burnsville, MN 55337  
Phone: (952) 882-2733  
Mobile: (612) 655-2087  
Fax: (952) 890-7046

Thank you for allowing me the opportunity to quote you this equipment. We appreciate your business. Ryan

**Equipment: NEW 2013 HANDY HITCH MANUFACTURING INC ROLLER**

List Price \$0.00

**Key Features**

BP-12 TIRE BP-12 TIRE BALLAST TIRE PACKER

**Serial Number**

TBD (0 Approximated Hours)

Equipment Price \$18,450.00

Delivery Out

\$500.00

**Estimated Conversion Price: \$18,950.00**

**PROPOSAL SUMMARY**

Equipment Total	\$18,950.00
Sub Total	\$18,950.00
Applicable sales taxes to apply	
<b>Total Investment</b>	<b>\$18,950.00</b>

This quote is priced to be shipped to Burnsville MN. There is a 500\$ charge to ship to Wisconsin. You can arrange for freight if you want and we would take the 500 off.

Ryan Miller  
Sales Coordinator  
RDO EQUIPMENT CO.  
RRMiller@rdoequipment.com



**Are you interested in getting the most production out of your machines?**

Then it's time to ask about Topcon Machine Control Products and how RDO Equipment Co. can provide the solutions that will help make your operation more profitable.

**There are solutions available to purchase or rent for: Dozers • Motor Graders • Excavators • Pavers**





# **Jefferson County Highway Department Highway Operations Report**

## **Highway Committee Meeting – November 6, 2013**

### **Construction Project Work**

- CTH C (Hoopen Road – US 12) - Construction, Pave, Shoulder

*\*Update:* Paving work is complete.

- CTH E (CTH P - I94) - Repair work, Pave surface, Shoulder

*\*Update:* Paving work is complete.

- CTH P (CTH E - Ixonia) - Maintenance Overlay

*\*Update:* Paving work is complete.

- CTH N (CTH B – CTH E) – Project work is starting on the south end.

*\*Update:* Closing out work on part of the section south of Interstate 94. Project will be re-started in the spring.

### **General Maintenance Work**

- Crews completed all remaining paving and small projects for townships.
- Crews completed second cut of mowing on county highways and additional cutting needed on state highways.
- Crews are completing various signing repair work.
- Crews are completing guardrail/bridge repairs at various locations.

### **Shop/Office Work**

- Shop is preparing trucks for winter season