



Agenda

Jefferson County Highway Committee Meeting

Tuesday, January 3, 2017
8:00 A.M.

Committee Room
1425 Wisconsin Drive
Jefferson, Wisconsin 53549

Committee Members: Don Reese-Chairman, Ron Buchanan-Vice
Chairman, Mike Kelly-Secretary, James Braughler,
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 (Members of the Public who wish to address the
Committee on specific agenda items must register their request at this time)
6. Approve minutes from November 29, 2016 Highway Committee meeting
7. Communications
8. Old Business a. None
9. New Business a. Discussion and possible action on accepting equipment bids for
skid steers, self-propelled sweepers, and quad-axle trucks with plow
equipment
 b. Discuss monthly financial account summary (YTD)
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date (January 31, 2017)
13. Adjourn

*A Quorum of any Jefferson County Committee, Board, Commission or other body, including the
Jefferson County Board of Supervisors, may be present at this meeting.*

*"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, November 29, 2016

The Jefferson County Highway Committee met on Tuesday, November 29, 2016, 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 Braugher; Blane Poulson

Members absent: None

Also Present: William Kern, Highway Commissioner
Ben Wehmeier, County Administrator
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 October 24, 2016 Highway meeting, having been distributed in advance, it was moved by Mr. Buchanan and seconded by Mr. Braugher to approve the minutes as printed.

Carried by the following roll call:

AYES: Reese, Buchanan, Kelly, Braugher

NOES: None

ABSENT: None

ABSTAIN: Poulson

CORRESPONDENCE:

Newsletters:

- 2017 Winter Highway Conference: January 16 – 18, 2017 at Chula Vista Resort, Wisconsin Dells, Wisconsin

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Construction Projects**

- CTH "J" (CTH G – City of Jefferson) – 4.00 miles

Project Type: Reconstruction

Progress: Project is complete (Opened October 20)

- CTH "Y" (US 18 – CTH D)

Project Type: Resurfacing

Progress: Project is complete

- CTH "A" (Crossman Road – City of Lake Mills)

Project Type: Reconstruction

Progress: Project is on-hold until necessary right-of-way is purchased

- CTH "W" (Near new facility)

Project Type: Resurface, Bike Trail, Bike Parking Lot

Progress: Project is complete

- **Winter Maintenance**

- **General Maintenance**

Crews completed 2nd cut of mowing for all state and county highways that need additional work

Bridge crew working on guardrail and small maintenance projects

Crews finished several small parking lot projects, including a courthouse lot and a Parks Department parking lot

Crews are adding shoulder gravel to several roadways, including STH 106 and Interstate 94

Shop is busy mounting snow equipment on all the plow trucks

- **Office/Shop Staff**

OLD BUSINESS

- NONE

NEW BUSINESS

9a. Discussion and possible action on accepting equipment bids

Commissioner Kern reviewed the highway equipment with the Committee. He stated that after reviewing the department's equipment needs, we are looking at bidding six quad axle trucks with plow equipment to replace the tri-axle trucks currently in use, two skid steer, and two new road sweepers. The equipment bids will be coming back mid-December, and will be ready for review at the next Highway Committee meeting. No Motion

9b. Discuss monthly financial account summary (YTD)

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

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

BILLS:	11/03/16	\$ 166,443.09
BILLS:	11/18/16	\$ 74,432.46
BILLS:	11/29/16	\$ 100,608.22
P CARD:	NOV-GENERAL	\$ 1,703.07
P CARD:	NOV-BRIAN	\$ 82.00
P CARD:	NOV-BILL	\$ 84.00
COMMITTEE:	OCTOBER	\$ <u>607.32</u>
TOTALS:		\$ 343,960.16

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, Kelly, Braughler, Poulson
NOES: None
ABSENT: None
ABSTAIN: None

Motion by Mr. Buchanan and seconded by Mr. Kelly to adjourn at 8:45 a.m.

Carried by the following roll call:

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

The next meeting will be held on Tuesday, January 3, 2017 at the Jefferson County Highway Department.

Approval:

RESOLUTION NO. 2017-

Authorize Highway Department skid-steer purchase

Executive Summary

The Highway Department is updating two of the skid-steer loaders in the fleet. The new skid-steers will replace two existing skid-steer loaders. The Highway Department will auction the existing two skid-steer units when the new units arrive.

WHEREAS, the Executive Summary is hereby incorporated by reference into this resolution, and

WHEREAS, the Jefferson County Highway Department is updating the skid-steer loader equipment, and

WHEREAS, bids were solicited for two (2) 2017 model skid-steer loaders, and such bids were received and opened on December 13, 2016, with the following results:

Skid-Steer Loader (2 Units)

Company: Mid-State Equipment, Watertown
Make & Model: 2017 Bobcat S770
Total Bid (2 Units): \$95,630.00

Company: Fabick, Madison
Make & Model: 2017 CAT 262D XPS
Total Bid (2 Units): \$97,000.00

Company: Brooks Tractor, Sun Prairie
Make & Model: 2017 John Deere 330G
Total Bid (2 Units): \$105,471.40

Company: Aring Equipment, Madison
Make & Model: 2017 Volvo MC135C
Total Bid (2 Units): \$115,300.00

WHEREAS, the Highway Committee has reviewed the bids and determined that Mid-State Equipment is the lowest responsible bidder for the equipment, and

WHEREAS, the Highway Committee recommends accepting the bid of Mid-State Equipment in the amount of \$95,630.

NOW, THEREFORE BE IT RESOLVED that the Jefferson County Highway Department is authorized to purchase two (2) 2017 Model Bobcat S770 units from Mid-State Equipment from Watertown, Wisconsin, for the total bid price of \$95,630.

*Fiscal Note: Money to come from the Highway Department Equipment Operations Cost Center 53241.
The Highway Department will also be selling the existing two skid-steer loaders at auction.*

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____
VACANT _____

Requested by
Highway Committee

Bill Kern: 12-20-2016

REVIEWED:

RESOLUTION NO. 2017-

Authorize Highway Department self-propelled sweeper purchase

Executive Summary

The Highway Department is updating two self-propelled sweepers for highway maintenance and construction operations. The two self-propelled sweepers will replace two existing sweepers that will be sold through an online auction service.

WHEREAS, the Executive Summary is hereby incorporated by reference into this resolution, and

WHEREAS, the Jefferson County Highway Department is updating highway maintenance and construction equipment, and

WHEREAS, bids were solicited for two (2) 2017 model self-propelled sweepers, and such bids were received and opened on December 13, 2016, with the following results:

Self-Propelled Sweeper

Company: Serwe Implement, Brownsville
Make & Model: 2017 Superior SM80K
Bid (2 Units): \$119,364.00

Company: Roland Machinery, Deforest
Make & Model: 2017 Rosco Sweep Pro
Bid (2 Units): \$120,070.00

WHEREAS, the Highway Committee has reviewed the bids and determined that Serwe Implement is the lowest responsible bidder, and

WHEREAS, the Highway Committee recommends accepting the bid of Serwe Implement in the amount of \$119,364.

NOW, THEREFORE BE IT RESOLVED that the Jefferson County Highway Department is authorized to purchase two (2) 2017 model Superior SM80K sweepers from Serwe Implement from Brownsville, Wisconsin, for the total bid price of \$119,364.

Fiscal Note: Money to come from the Highway Department Equipment Operations Cost Center 53241. The Highway Department will also be selling the two existing sweepers at auction.

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____
VACANT _____

Requested by
Highway Committee
Bill Kern: 12-20-2016

REVIEWED:

RESOLUTION NO. 2017-

Authorize Highway Department truck and plow equipment purchases

Executive Summary

The Highway Department is updating heavy trucks used for construction work and winter maintenance plowing. The six quad axle trucks will replace six existing tri-axle trucks in the fleet. The bids prices in the bid summary include accepting the trade value for all six tri-axle trucks.

WHEREAS, the Executive Summary is hereby incorporated by reference into this resolution, and

WHEREAS, the Jefferson County Highway Department is updating winter maintenance and summer maintenance trucks and equipment, and

WHEREAS, bids were solicited for six (6) 2018 model quad axle trucks, dump boxes, and winter maintenance equipment, and such bids were received and opened on December 13, 2016, with the following results:

Truck Vendors

Company: Lakeside International
Make & Model: 2018 International 7600SBA
Net Bid (6 Trucks): \$463,061.42

Company: Truck Country Freightliner
Make & Model: 2018 Freightliner 114SD
Net Bid (6 Trucks): \$603,809.68

Company: Kriete Truck/Mack
Make & Model: 2018 Mack GU713 SFA
Net Bid (6 Trucks): \$618,096.76

Company: V & H/Western Star
Make & Model: 2018 Western Star 4700
Net Bid (6 Trucks): \$633,860.00

Company: Wisconsin Kenworth
Make & Model: 2018 Kenworth T800
Net Bid (6 Trucks): \$993,714.00 (No Trades)

Truck Equipment Vendor

[Truck box, plow, wing, spreader, hydraulic controls, pre-wet tank, lights, set-up]

Equipment Company: Casper Truck Equipment
Make & Model: All equipment bid
Bid (8): \$638,625.00

Equipment Company: Monroe Truck Equipment
Make & Model: All equipment bid
Bid (8): \$742,716.00

WHEREAS, the Highway Committee has reviewed the bids and determined that Lakeside International and Casper Truck Equipment are the lowest responsible bidders, and

WHEREAS, the Highway Committee recommends accepting the bids from Lakeside International for \$463,061.42 and Casper Truck Equipment for \$638,625.

NOW, THEREFORE BE IT RESOLVED that the Jefferson County Highway Department is authorized to purchase six (6) 2018 Model International 7600 quad axle trucks from Lakeside International from Madison, Wisconsin, for the net bid price of \$463,061.42. The Highway Department is also authorized to purchase the plow equipment for the six (6) trucks from Casper Truck Equipment for the bid price of \$638,625.00.

Fiscal Note: Money to come from the Highway Department Equipment Operations Cost Center 53241. The net bids above include trading the existing six tri-axle trucks for \$340,000.

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____
VACANT _____

Requested by
Highway Committee

Bill Kern: 12-20-2016

REVIEWED:

JEFFERSON COUNTY HIGHWAY DEPARTMENT SUMMARY OF MAJOR COUNTY ACCOUNTS

12/20/2016 9:44

12/20/16

LABOR 12-11-16
EQUIPMENT 12-5-16
MATERIALS 12-10-16
SHOP MATERIALS 12-10-16

PERCENT OF LABOR YEAR **94.26%**

ACCOUNT	AVAILABLE	SPENT	APPROVED TRANSFER	BALANCE	PERCENT SPENT
53311 COUNTY MAINTENANCE	1,961,936.89	1,556,915.86	0.00	405,021.03	79.36%
53312 COUNTY CONSTRUCTION	6,474,226.00	4,831,400.87	0.00	1,642,825.13	74.63%
53313 WINTER MAINTENANCE	844,896.00	531,697.74	0.00	313,198.26	62.93%
	9,281,058.89	6,920,014.47	0.00	2,361,044.42	74.56%
53314 BRIDGE MAINTENANCE	0.00	0.00	0.00	0.00	#DIV/0!
53315 FUNDED PROGRAMS	0.00	0.00	0.00	0.00	#DIV/0!
	0.00	0.00	0.00	0.00	#DIV/0!
	9,281,058.89	6,920,014.47	0.00	2,361,044.42	74.56%

53312 C.T.H.S. CONSTRUCTION 2016

12090016 9-44 LABOR 12-11-16 EQUIPMENT 12-11-16 MATERIALS 12-10-16		ORIGINAL BUDGET	RE-ESTIMATED TOTALS	TOTAL	006 MILLING	021 GRAVEL	031 SWEEP	032 M_TRAFCON	043 RV_WOODYV	01 RF_CULVRT	062 RF_DITCH	066 RF_APPURT	093 A_SUPRENG	094 A_TRAINING	126 JE/DC	187 RUMBLE	190 B_COURSE	191 DR & CLVT	192 CUT/FILL	196 SEED/LND	196 UNDERCUT	197 SURF MAIN	199 SIDEWALKS	200 INTERSECTN	209 CLR/GRUB	231 GRADE RD	240 SIGNS	247 C & E LINE	401 HAULING	
BITUMINOUS SURFACING																														
CTH N 4.00 ML (CTH B - CTH A)	0.00	56,000.00	9,098.17																	8,996.81								101.36		
CTH V 1.50 ML (Crossman Rd - Lake Mohr)	1,996,226.00	1,996,226.00	1,537,045.34	58,626.07	177,502.71	4,669.24	20,297.27			1,767.75	12,222.83	8,446.06				862.03	34,954.20		2,789.16		1,142,732.80	13,033.45	54,339.10				3,900.84		886.83	
CTH A 2.00 ML (Crossman Rd - Lake Mohr)	0.00	860,184.68																												
CTH A 3.75 ML (CTH G TO JEFFERSON)	2,400,000.00	3,310,000.00	3,102,936.96	99,839.11	40,466.26	4,533.90	19,190.78	64,221.08		617.50	8,515.22	882.68	62,149.35		882.68		919,318.43	77,376.67	988.29	140,532.19	620,968.18	886,354.84	110,894.04	26,745.21			15,001.95		3,456.60	
CTH P (CTH E TO CTH F - 2.91 ML)	0.00	69,816.32	1,416.69																											
CTH W (ROADSIDE WORKS) 0.00 ML (I)	0.00	86,000.00	108,837.78										1,416.69																	
CONSTRUCTION JOB 3175309.5	0.00	0.00	17,480.60																											
EXPENSE	4,776,816.56	4,776,816.56	4,776,815.56	158,466.18	217,968.99	9,203.14	39,488.05	64,221.08		617.50	10,277.97	13,105.51	72,515.77	0.00	882.68	42,536.95	956,830.72	77,376.67	988.29	153,963.76	648,833.43	2,081,625.73	123,927.49	81,084.31	0.00	0.00	19,249.76	0.00	4,422.68	
REMAINING	-391,689.56	1,638,410.44																												
ENGINEERING			0.00																											
CTH	0.00	0.00	0.00																											
CTH	0.00	0.00	0.00																											
CTH	0.00	0.00	0.00																											
EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REMAINING	0.00	0.00																												
BUILDING ALLOCATION																														
ESTIMATED EXPENSE	45,000.00	69,000.00																												
REMAINING	66,613.40	66,613.40	55,613.40												55,613.40															
MISC. INVENTORY ADJUSTMEN																														
ESTIMATED EXPENSE	0.00	0.00	0.00																											
REMAINING	0.00	0.00																												
ICC COMPUTER CHARGES																														
IP TELEPHONY ALL	0.00	0.00	0.00																											
ESTIMATED EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
REMAINING	0.00	0.00																												
MISC.																														
TRAINING	0.00	0.00	(3,575.00)																											
EXPENSE	-1,028.09	-1,028.09	2,546.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	433.20	2,113.71																	
REMAINING	1,028.09	1,028.09																			(3,575.00)									
TOTAL EXPENSE BY ACTIVITY	4,831,400.87	4,831,400.87		168,466.18	217,968.99	9,203.14	39,488.05	64,221.08		617.50	10,277.97	13,105.51	72,948.97	2,113.71	56,496.08	42,636.96	966,830.72	77,376.67	988.29	160,416.76	648,833.43	2,081,826.73	123,927.49	81,084.31	0.00	0.00	19,249.76	0.00	4,422.68	
BUDGETED TOTAL	4,440,226.00	6,474,226.00																												
TOTAL EXPENSES	4,831,400.87	4,831,400.87																												
TOTAL REMAINING	(391,174.87)	1,642,826.13																												
carryover	2,020,000.00																													
budget	3,946,226.00																													
transfer for labor	-																													
transfer from 53315	-																													
revenue	200,000.00																													
available	6,166,226.00																													

Jefferson County Highway Department Highway Operations Report

January 3, 2017

Operations Summary

Winter Maintenance

- Crews have been busy with several significant winter storms in December
- First three storms in December totaled over 20 inches of snow and were prolonged storms over most of the first three weekends
- Anti-icing crews are applying salt brine before all storms if the weather conditions warrant the application (Bridge Decks, Interstate 94, State Highway 26, and other selected secondary state and county highway sections)

General Maintenance

- All fall mowing was completed
- Bridge crew working on guardrail and small maintenance projects
- Crews are working on brush and small tree removals on I 94 west of Lake Mills
- Crews completed should improvements on several state highways and I 94
- Between winter storms crews are patching areas of need on county and state highways

Office/Shop

- Working on end of the year physical inventories
- Mechanics are very busy with winter maintenance equipment set-up and numerous calibrations and adjustments to plow truck over the first few winter storms