

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Wednesday, April 1, 2009

The Jefferson County Highway Committee met on Wednesday, April 1, 2009, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Ron Buchanan; Blane Poulson; Robert Yachinich; John Molinaro; Glen Borland

Members absent: None

Also Present: William Kern, Highway Commissioner
Ann Jenswold, Highway Account Clerk
Matthew Kinsella, Wolf Paving
Bill Buglass, Payne & Dolan

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

HIGHWAY COMMITTEE MINUTES: The minutes from the March 4, 2009 meeting, having been distributed in advance, it was moved by Mr. Poulson and seconded by Mr. Yachinich to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Poulson, Yachinich, Molinaro, Borland

NOES: None

ABSENT: None

ABSTAIN: None

CORRESPONDENCE:

- Letter from the Secretary Wisconsin DOT, regarding stimulus fund and deadlines

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- None

HIGHWAY COMMISSIONER'S REPORT:

- **Project Work**

None

General Maintenance

Crews working on tree and brush removal

Crews completing pothole patching on state, county and town roads

Crews working on shoulder repairs and maintenance

Crews completing culvert replacements

Work for Others

None

- **Winter Maintenance**

Starting to remove some plow equipment from trucks

Applied for inclusion in the WisDOT Salt Bid for 2009-10 season

- **Office/Shop**

Shop is preparing equipment for general maintenance and construction projects

Brian Udovich, Operations Manager, started March 23, 2009. He is working on programs and applications tied into the recent stimulus funding.

OLD BUSINESS

8a. Discuss parking lot rental on Highway Department property.

The Commissioner and Committee discussed several options for renting out the department parking lot. Discussion revolved around charities, contracting with the local car show, highway personnel operated, and working with Paul Novitzke, Fair Park Director.

It was moved by Mr. Molinaro and seconded by Mr. Poulson to explore the possibilities with Fair Park Director, Paul Novitzke, for parking lot options. If no conclusions are decided upon, the Commissioner will decide the best option for the Department and the County.

Carried by the following roll call:

AYES: Buchanan, Poulson, Yachinich, Molinaro, Borland

NOES: None

ABSENT: None

NEW BUSINESS

9a. Review seal coat oil and asphalt bids.

The Committee discussed the fact that Henry G. Meigs, Inc. was the only oil bid and that the asphalt bids were up in price from last year.

It was moved by Mr. Molinaro and seconded by Mr. Borland to accept the Meigs bituminous asphalt product bid, and to accept all bids for pre-mixed asphaltic concrete. The Commissioner will use his discretion as to the closest, most efficient plant and most productive bid for each job.

Carried by the following roll call:

AYES: Buchanan, Poulson, Yachinich, Molinaro, Borland

NOES: None

ABSENT: None

9b. Review asphalt milling and pulverizing bids.

The Committee discussed the mobilization fee from Payne & Dolan.

It was moved by Mr. Molinaro and seconded by Mr. Poulson to approve the Payne & Dolan bid, provided they waive the mobilization fee for pulverizing.

Carried by the following roll call:

AYES: Buchanan, Poulson, Yachinich, Molinaro, Borland

NOES: None

ABSENT: None

ABSTAIN: None

It was moved by Mr. Molinaro and seconded by Mr. Poulson to accept the Payne & Dolan bid for milling.

Carried by the following roll call:

AYES: Buchanan, Poulson, Yachinich, Molinaro, Borland

NOES: None

ABSENT: None

ABSTAIN: None

9c. Review a highway design services contract for CTH "F".

It was moved by Mr. Yachinich and seconded by Mr. Borland to give the Commissioner authority to continue and proceed with the CTH "F" contract, with the option to back out if the process comes to a halt from WisDOT.

Carried by the following roll call:

AYES: Buchanan, Poulson, Yachinich, Molinaro, Borland

NOES: None

ABSENT: None

ABSTAIN: None

9d. Review and approve truck and truck attachment purchases.

It was moved by Mr. Borland and seconded by Mr. Poulson to purchase six (6) additional trucks and attachments to replace costly and failing fleet. This agenda item was previously approved at the County Board level.

Carried by the following roll call:

AYES: Buchanan, Poulson, Yachinich, Molinaro, Borland

NOES: None

ABSENT: None

9e. Discuss monthly financial account summary.

Commissioner discussed the financial status of the department. The Commissioner engaged the committee on discussion and questions. No motion made.

10. Highway Operations Report

The Commissioner reviewed the Operations Report with the Committee, and questions were answered. No motion made.

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

BILLS:	03/19/09	\$ 67,575.32
BILLS:	04/01/09	95,012.19
BILLS:	ROAD AID	84,175.00
BILLS:	BRIDGE AID	21,120.10
COMMITTEE:	FEBRUARY	<u>391.60</u>
TOTALS:		\$268,274.21

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

Carried by the following roll call:

AYES: Buchanan, Poulson, Yachinich, Molinaro, Borland

NOES: None

ABSENT: None

ABSTAIN: None

The next Highway Committee meeting will be held on May 6, 2009, starting at 8:00 A.M. at the Jefferson County Highway Department.

Motion by Mr. Molinaro and seconded by Mr. Yachinich to adjourn at 9:05 a.m.

Carried by the following roll call:

AYES: Buchanan, Poulson, Yachinich, Molinaro, Borland

NOES: None

ABSENT: None

ABSTAIN: None

Approval:

Blane Poulson, Secretary