

**JEFFERSON COUNTY HIGHWAY COMMITTEE  
MEETING MINUTES**

**Wednesday, May 6, 2009**

The Jefferson County Highway Committee met on Wednesday, May 6, 2009, at 8:00 A.M. for a meeting at the Highway Office.

**ROLL OF THE HIGHWAY COMMITTEE:**

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

Members absent: Robert Yachinich

Also Present: William Kern, Highway Commissioner  
Gary Petre, County Administrator  
Mike Burrow, County Board Supervisor  
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 April 1, 2009 meeting, having been distributed in advance, it was moved by Mr. Molinaro and seconded by Mr. Borland to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Poulson, Molinaro, Borland

NOES: None

ABSENT: Yachinich

ABSTAIN: None

**CORRESPONDENCE:**

- Letter from Wisconsin DOT, regarding pre-construction projects on STH 59 and STH 26 Bypass Jefferson
- Summer Highway Conference materials

Newsletters:

- NONE

News Releases/Notices:

- NONE

**PUBLIC COMMENT:**

- None

**HIGHWAY COMMISSIONER'S REPORT:**

• **Project Work**

Design work is still in progress on CTH P (Rome) project

Preparation work is starting on CTH "G" and CTH "D" paving projects

Proposals are going out for CTH "F" and CTH "SC" design work

• **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 on county and state roads

Crews are completing maintenance and replacement sign work

Crews are completing early season crack seal work on state and county roads

Work for Others

None

• **Office/Shop**

Shop is preparing equipment for general maintenance and construction projects

Office staff is working on completing the 2008 financial report

**OLD BUSINESS**

None

**NEW BUSINESS**

**9a & 9b. Discuss County Highway Aid & County Bridge Aid programs.**

The Committee discussed the Highway/Road Aid and Bridge Aid programs.

It was moved by Mr. Molinaro and seconded by Mr. Poulson to table the road and bridge aid program to allow the Highway Commissioner more time to review the programs.

Carried by the following roll call:

AYES: Buchanan, Poulson, Molinaro, Borland

NOES: None

ABSENT: Yachinich

ABSTAIN: None

**9c. Discuss ongoing cost saving options.**

The Committee discussed cost savings options for the Highway Department.

No motion was made.

**9d. Review and approve equipment and truck sales.**

The Committee discussed equipment sales. The Highway Commissioner proposed selling multiple trucks and equipment, based on several new trucks entering the fleet. The Commissioner also requested authority to sell the trucks and equipment with the existing broker, Tony Trola.

It was moved by Mr. Molinaro and seconded by Mr. Poulson to authorize the Highway Commissioner to sell equipment in 2009 as needed, and to utilize a broker for the sales.

Carried by the following roll call:

AYES: Buchanan, Poulson, Molinaro, Borland

NOES: None

ABSENT: Yachinich

ABSTAIN: 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:	04/17/09	\$ 33,971.90
BILLS:	05/06/09	147,455.58
COMMITTEE:	MARCH	<u>325.60</u>
TOTALS:		\$181,753.08

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

Carried by the following roll call:

AYES: Buchanan, Poulson, Molinaro, Borland

NOES: None

ABSENT: Yachinich

ABSTAIN: None

The next Highway Committee meeting will be held on June 3, 2009, starting at 8:00 A.M. at the Jefferson County Highway Department.

Motion by Mr. Poulson and seconded by Mr. Molinaro to adjourn at 9:20 a.m.

Carried by the following roll call:

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

Approval: \_\_\_\_\_  
Blane Poulson, Secretary