

**JEFFERSON COUNTY HIGHWAY COMMITTEE  
MEETING MINUTES**

**Wednesday, October 7, 2009**

The Jefferson County Highway Committee met on Wednesday, October 7, 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

Members absent: Glen Borland

Also Present: William Kern, Highway Commissioner  
Ann Jenswold, Highway Department  
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 September 2, 2009 meeting, having been distributed in advance, it was moved by Mr. Yachinich and seconded by Mr. Molinaro to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Poulson, Yachinich, Molinaro

NOES: None

ABSENT: Borland

ABSTAIN: None

**CORRESPONDENCE:**

- E-mail from David Vieth, WisDOT: Regarding state maintenance 2010 budget (Jefferson County 2010 budget down 9.1%)
- Fall Commissioner/Committee Meeting: October 30, 2009 in LaCrosse

Newsletters:

- NONE

News Releases/Notices:

- NONE

**PUBLIC COMMENT:**

- NONE

**HIGHWAY COMMISSIONER'S REPORT:**

- **Project Work**

CTH "F":

Consultant is about 50% complete on design preparation

CTH "SC":

Design proposals were reviewed last week; a recommendation will be made regarding consultant contract at Highway Committee meeting.

CTH "D":

All preparation work is complete

All asphalt binder (1<sup>st</sup> mat) is complete

Working on the surface paving and shouldering

- **General Maintenance**

Crews working on shoulder repairs and surface maintenance on county and state roads

Crews are completing mowing operations on state highways; Crews are just beginning mowing operations on county highways

Crews are completing maintenance and replacement sign work

Crews will be completing crack sealing work this fall

Shop employees are working on new county plow trucks, seven of the twelve new plow trucks are in service

Work for Others

All town paving projects are complete; a few minor pavement overlays need to be completed for the DOT.

**OLD BUSINESS**

**8a. Review proposals for design engineering services for CTH "SC".**

The Committee discussed the proposals for the design engineering work to be done on CTH ""SC". The CTH "SC" project, STH 16 – Dodge County, will be completed in 2011.

It was moved by Mr. Molinaro and seconded by Mr. Yachinich to accept the engineering service proposal for design of CTH "SC" in the amount of \$46,815.00.

Carried by the following roll call:

AYES: Buchanan, Poulson, Yachinich, Molinaro

NOES: None

ABSENT: Borland

ABSTAIN: None

**8b. Review 2010 Highway Department budget.**

Commissioner Kern stated that there have been no changes to the 2010 budget. The Commissioner answered remaining questions from the Committee. No motion made.

**NEW BUSINESS**

**9a. Discuss equipment operations including summary fleet data, equipment sales, and equipment purchases.**

The Commissioner stated that seven of the twelve new trucks are now in service. There have been a couple of trucks sold, and there are a few more possible sales. The Commissioner stated that it is a tough time for sales right now. Equipment bids coming in the next few months include two sweepers, grader, backhoe, and dozer. Major repairs are approaching for the heavy equipment. The department is looking for longer warranties in the new equipment. The Commissioner discussed an Equipment Turnover and Replacement chart that was created, and answered any questions that the Committee had. No motion made.

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

The Highway Commissioner discussed the financial account summary. He answered any questions that the Committee had. No motion made.

**10. Highway Operations Report**

The Commissioner discussed current operations of the department and answered any questions that the Committee had. No motion made.

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

BILLS:	09/16/09	\$ 185,252.74
BILLS:	09/25/09	69,962.86
BILLS:	10/02/09	170,414.29
COMMITTEE:	AUGUST	<u>270.60</u>
TOTALS:		\$ 425,900.49

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

Carried by the following roll call:

AYES: Buchanan, Poulson, Yachinich, Molinaro

NOES: None

ABSENT: Borland

ABSTAIN: None

The next Highway Committee meeting will be held on November 4, 2009, starting at 8:00 A.M. at the Jefferson County Highway Department.

Motion by Mr. Molinaro and seconded by Mr. Poulson to adjourn at 9:07 a.m.

Carried by the following roll call:

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

Approval:

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Blane Poulson, Secretary