

**JEFFERSON COUNTY HIGHWAY COMMITTEE  
MEETING MINUTES**

**Wednesday, December 2, 2009**

The Jefferson County Highway Committee met on Wednesday, December 2, 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  
Gary Petre, County Administrator  
Alice Fischer, Highway Department  
Erik Coonen, Highway Department  
Bill Buglass, Payne & Dolan  
Mike Hagberg, American State Equipment

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

**HIGHWAY COMMITTEE MINUTES:** The minutes from the November 4, 2009 meeting, having been distributed in advance, it was moved by Mr. Yachinich and seconded by Mr. Borland 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:**

- Prevailing wage letter from the Attorney General office

Newsletters:

- NONE

News Releases/Notices:

- NONE

**PUBLIC COMMENT:**

- NONE

**HIGHWAY COMMISSIONER'S REPORT:**

- **Project Work**

All county construction and paving projects are complete for 2009  
Crews finished completing a few paving overlay projects for the DOT

- **General Maintenance**

Crews working on shoulder repairs and surface maintenance on county and state roads  
Crews are completing maintenance and replacement sign work

- **Winter Maintenance**

Crews are preparing for winter maintenance operations including revising the liquid tank set-ups to include salt brine.

Salt sheds are full and crews are beginning to install snow fence in select locations

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

**OLD BUSINESS**

**8a. Discussion on combining the Highway and Infrastructure Committees.**

Administrator, Gary Petre, handed out a handout regarding combining the Highway and Infrastructure Committees. The Highway Committee discussed the pros and cons. The Committee decided to have a combined meeting with the Highway and Infrastructure on January 6, 2010 to discuss the combining of these two committees. No motion made.

**NEW BUSINESS**

**9a. Review and approve equipment bids.**

The Committee reviewed and discussed the equipment bids.

It was moved by Mr. Borland and seconded by Mr. Molinaro to purchase one (1) 2010 Self Propelled Sweeper, Broce KR-350, from Aring Equipment. The cost with trade is \$28,520.00, with a two year warranty on the full machine. It was further moved to purchase one (1) 2010 Self Propelled Sweeper, Rosco SweepPro, from Roland Machinery. The cost with no trade is \$46,897.00, with a three year warranty on the full machine.

The total cost for the sweeper purchases is \$75,417.00.

Carried by the following roll call:

AYES: Buchanan, Poulson, Yachinich, Molinaro, Borland

NOES: None

ABSENT: None

ABSTAIN: None

It was moved by Mr. Yachinich and seconded by Mr. Poulson to purchase one (1) 2009 Wheel Excavator, 4-Wheel Drive, Cat M318D, from Fabco. The cost with trade is \$194,800.00, with a five year warranty on the full machine and a \$74,000.00 buy back.

Carried by the following roll call:

AYES: Buchanan, Poulson, Yachinich, Molinaro, Borland

NOES: None

ABSENT: None

ABSTAIN: None

After lengthy discussion on a track type dozer regarding resale value, consistency, level of service, and machine quality.

It was moved by Mr. Poulson and seconded by Mr. Borland to purchase one (1) Track Type Dozer, Cat D5KLGP, from Fabco. The cost with trade is \$106,630.00, with a five year warranty on the full machine and a \$46,000.00 buy back.

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 purchase one (1) 2009 Motor Grader, All Wheel Drive, Cat 140M, from Fabco. The cost with trade is \$211,600.00, with a five year warranty on the full machine and a \$150,000 buy back.

Carried by the following roll call:

AYES: Buchanan, Poulson, Yachinich, Molinaro, Borland

NOES: None

ABSENT: None

ABSTAIN: None

**9b. Discuss preliminary 2009 funds carryover requests.**

The Commissioner explained and discussed with the Committee the accounts and carryover requests.

It was moved by Mr. Yachinich and seconded by Mr. Borland to recommend to the Finance Committee the preliminary non lapsing and carryover of fund balances request.

Carried by the following roll call:

AYES: Buchanan, Poulson, Yachinich, Molinaro, Borland

NOES: None

ABSENT: None

ABSTAIN: None

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

The Highway Commissioner discussed the financial account summary. He answered any questions that the Committee had. The Committee expressed their appreciation of the staff's efforts in preparing the numbers for the reports they receive. No motion made.

**10. Highway Operations Report**

The Commissioner discussed current operations of the department and answered any questions that the Committee had. He discussed the salt brine tanks and training being received. He discussed mixing salt sand, snow fence, truck set up for the winter season, and the ten new trucks in service. No motion made.

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

BILLS:	11/12/09	\$ 63,698.14
BILLS:	11/25/09	102,125.08
BILLS:	12/02/09	641.85
BILLS:	12/02/09	1,107.93
COMMITTEE:	OCTOBER	<u>264.00</u>
TOTALS:		\$ 167,837.00

It was moved by Mr. Poulson and seconded by Mr. Yachinich 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 January 6, 2010, starting at 8:00 A.M. at the Jefferson County Highway Department.

Motion by Mr. Molinaro and seconded by Mr. Borland to adjourn at 10:00 a.m.

Carried by the following roll call:

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

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