

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Wednesday, May 5, 2010

The Jefferson County Highway Committee met on Wednesday, May 5, 2010, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Ron Buchanan; Blane Poulson; George Jaeckel; Craig Peterson; Glen Borland

Members absent: None

Also Present: William Kern, Highway Commissioner
Gary Petre, County Administrator
Ann Jenswold, Highway Department
Sean Wolf, Wolf Paving

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

4. ELECTION OF HIGHWAY COMMITTEE CHAIR

It was moved by Mr. Poulson and seconded by Mr. Borland to nominate Ron Buchanan as Highway Committee Chair. A unanimous vote was favorable.

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Peterson, Borland

NOES: None

ABSENT: None

ABSTAIN: None

4. ELECTION OF HIGHWAY COMMITTEE VICE-CHAIR

It was moved by Mr. Poulson and seconded by Mr. Borland to nominate George Jaeckel as Highway Committee Vice-Chair. A unanimous vote was favorable.

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Peterson, Borland

NOES: None

ABSENT: None

ABSTAIN: None

4. ELECTION OF HIGHWAY COMMITTEE SECRETARY

It was moved by Mr. Poulson and seconded by Mr. Buchanan to nominate Craig Peterson as Highway Committee Secretary. A unanimous vote was favorable.

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Peterson, Borland

NOES: None

ABSENT: None

ABSTAIN: None

HIGHWAY COMMITTEE MINUTES: The minutes from the April 14, 2010 meeting, having been distributed in advance, it was moved by Mr. Poulson and seconded by Mr. Buchanan to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland

NOES: None

ABSENT: None

ABSTAIN: Jaeckel, Peterson

8. REVIEW COUNTY BOARD RULES PERTAINING TO THE HIGHWAY COMMITTEE.

The rules pertaining to the Highway Committee were reviewed. No motion made.

CORRESPONDENCE:

- Highway Summer Conference: Pre registration 5/14/2010; Kalahari Resort, Wisconsin Dells, June 7-9, 2010

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Project Work**
- **General Maintenance**

Crews are patching and repairing various pavements

Crews are completing crack seal work on several county highways

Crews are grading gravel shoulders

• **Project/Construction Work**

Construction crews are removing houses for emergency management under flood mitigation program

Crews are completing bridge and guardrail repair at various locations

Contractors are completing limestone crushing at our Strasburg Pit

• **Office/Shop**

Shop staff is working on setting up the last tri-axle truck for service

Office staff is preparing the 2009 financial report

OLD BUSINESS

None

NEW BUSINESS

11a. Review monthly financial account summary.

The Highway Commissioner reviewed the account summary with the Committee and answered any questions that they had. No Motion.

12. Highway Operations Report

The Commissioner reviewed the past month's operations with the Committee and answered any questions that they had. No Motion.

13. Set future meeting schedule, next meeting date and possible agenda items.

The current schedule of Highway Committee meetings was discussed. Administrator, Gary Petre, commented on the time constraints with the current schedule regarding the preparation of resolutions for the County Board packets. It was decided that the future Highway Committee meetings will be the first Tuesday of each month. No motion made.

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

BILLS:	04/22/10	\$ 54,589.36
BILLS:	04/30/10	15,185.63
BILLS:	05/05/10	49,937.22
COMMITTEE:	MARCH	<u>322.00</u>
TOTALS:		\$ 120,034.21

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

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Peterson, Borland

NOES: None

ABSENT: None

ABSTAIN: None

The next Highway Committee meeting will be Tuesday, June 1, 2010, starting at 8:00 A.M. at the Jefferson County Highway Department.

Motion by Mr. Poulson and seconded by Mr. Jaeckel to adjourn at 8:33 a.m.

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Peterson, Borland

NOES: None

ABSENT: None

ABSTAIN: None

Approval:

Craig Peterson, Secretary