

**JEFFERSON COUNTY HIGHWAY COMMITTEE  
MEETING MINUTES**

**Tuesday, May 1, 2012**

The Jefferson County Highway Committee met on Tuesday, May 1, 2012, 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; Glen Borland; Al Counsell

Members absent: None

Also Present: William Kern, Highway Commissioner  
Ann Jenswold, Highway Department  
Erik Coonen, Highway Department  
John Molinaro, County Board Chairman  
Gary Petre, County Administrator  
Mike Kelly, County Board Supervisor  
Bill Buglass, Payne & Dolan  
Continuum Architects & Planners, Milwaukee

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

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Counsell, Borland

NOES: None

ABSENT: None

ABSTAIN: None

**4. ELECTION OF HIGHWAY COMMITTEE VICE-CHAIR**

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

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Counsell, Borland

NOES: None

ABSENT: None

ABSTAIN: None

**4. ELECTION OF HIGHWAY COMMITTEE SECRETARY**

It was moved by Mr. Poulson and seconded by Mr. Jaeckel to nominate Al Counsell as Highway Committee Secretary. A unanimous vote was favorable.

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Counsell, Borland

NOES: None

ABSENT: None

ABSTAIN: None

**HIGHWAY COMMITTEE MINUTES:** The minutes from the March 6, 2012 Highway meeting, having been distributed in advance, it was moved by Mr. Poulson and seconded by Mr. Jaeckel to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Borland

NOES: None

ABSENT: None

ABSTAIN: Counsell

**CORRESPONDENCE:**

- Jurisdictional transfer on STH 26 by CTH “Y” in Watertown
- Summer Highway Conference June 4 – 6, 2012

Newsletters:

- NONE

News Releases/Notices:

- NONE

**PUBLIC COMMENT:**

- NONE

**HIGHWAY COMMISSIONER’S REPORT:**

- **Project/Construction Work**

CTH “E” (CTH “P” – CTH “F”) – Rehabilitation, Pulverize, Pave

Widening and drainage work started in April

CTH “SC” (STH 16 – CTH “CW”) – Construction, Pave

Material and prep work started, major work to begin in May

CTH “B” (Rock Lake Road – CTH “V”) – Mill, Pave

Small project will be completed in early May

CTH “A” (CTH “S” – Lake Mills) – Major Culvert, Pulverize, Pave  
Summer/Fall project

CTH “C” (Evenson Road – CTH A) – Design, Construction  
Survey and design work in process

- **General Maintenance**

Crews are “pulling up” and repairing gravel shoulders

Crews are completing guardrail/bridge repairs at various locations

Crack seal work: County projects are 75% complete

Crews are working on sign installation work for county, state, and town roads

- **Winter Maintenance**

- **Office/Shop**

2011 Financial/Annual Report in progress of completion

Shop employees are working on the set-up of the new tri-axle trucks

## **OLD BUSINESS**

### **9a. Highway Facility Study – Discuss progress and schedule**

Commissioner Kern updated the Committee regarding the latest meetings with the City of Jefferson and Bray Architects. County Board Chairman, Molinaro, discussed a Resolution coming forward at the May 7 County Board Meeting. There will be a joint meeting of Highway and Infrastructure held May 30, 2012 at 10:30 a.m. at the Courthouse. Bray Architects will be giving their presentation at the June County Board Meeting.

## **NEW BUSINESS**

### **10a. Review Highway Committee meeting agenda calendar for the next 12 months**

The Committee will keep the first Tuesday of the month at 8:00 a.m. as their monthly meeting date. The schedule will be May 1, June 5, August 7, September 4, October 2, November 6, and December 4. The July date of July 3 will be discussed at the June Highway meeting. There is a possibility that this meeting will be moved to the 10<sup>th</sup>, due to the Fourth of July holiday.

### **10b. Discuss 2012 construction projects and schedules**

Commissioner Kern discussed the seven current 2012 projects and schedules with the Committee.

- **Project/Construction Work**

# 1) CTH “SC” (STH 16 – CTH “CW”) – 2.63 miles Construction, Pave

Material and prep work started, major work to begin in May

#2) CTH “E” (CTH “P” – CTH “F”) – 5.3 miles Rehabilitation, Pulverize, Pave  
Widening and drainage work started in April

#3) CTH “B” (Rock Lake Road – CTH “V”) – .7 miles Mill, Pave  
Small project will be completed in early May

#4) CTH “A” (CTH “S” – Lake Mills) – 3.0 miles Major Culvert, Pulverize, Pave  
Summer/Fall project

#5) CTH “C” (Evenson Road – CTH A) – 1.0 miles Design, Construction  
Survey and design work in process

#6) CTH “N” (CTH “B” - CTH “A”) – Design – 2013 Project

#7) CTH “J” (STH 106 – Jefferson) – Design – 2 to 3 years out

**10c. Review monthly financial account summary**

The Highway Commissioner discussed the financial account summary with the Committee, and answered questions. No Motion

**11. Highway Operations Report**

The Commissioner reviewed the operations with the Committee regarding current operations, including parts inventories and auction. No Motion.

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

BILLS:	03/15/12	\$	47,013.08
BILLS:	03/21/12	\$	24,145.93
BILLS:	03/28/12	\$	10,049.17
BILLS:	04/03/12	\$	173,497.69
BILLS:	04/11/12	\$	147,173.32
BILLS:	04/25/12	\$	458,192.83
BILLS:	05/01/12	\$	368,352.36
COMMITTEE:	FEBRUARY	\$	331.06
COMMITTEE:	MARCH	\$	323.29
BRIDGE AIDS:	04/11/12	\$	<u>39,888.01</u>
TOTALS:		\$	1,268,966.74

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

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Borland, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

The next Highway Committee meeting will be Wednesday, May 30 at the Jefferson County Highway Department, immediately following the joint meeting. The joint meeting with Infrastructure will be May 30 at the Jefferson County Courthouse.

Motion by Mr. Buchanan and seconded by Mr. Borland to adjourn at 9:15 a.m.

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Borland, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

Approval:

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Al Counsell, Secretary