

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Wednesday, November 6, 2013

The Jefferson County Highway Committee met on Wednesday, November 6, 2013, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Ron Buchanan; Glen Borland; George Jaeckel; Blane Poulson; Al Counsell

Members absent: None

Also Present: William Kern, Highway Commissioner
Ben Wehmeier, County Administrator
John Molinaro, County Board Chairman
Ann Jenswold, Highway Department
Erik Coonen, Highway Department
Brian Udovich, Highway Department

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

HIGHWAY COMMITTEE MINUTES: The minutes from the October 1, 2013 Highway meeting, having been distributed in advance, it was moved by Mr. Poulson and seconded by Mr. Borland to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel

NOES: None

ABSENT: None

ABSTAIN: Counsell

CORRESPONDENCE:

- MOU – WisDOT, WCHA, and WTBA regarding who performs what work pertaining to routine maintenance, corrective maintenance, and preventative maintenance.
- Winter Highway Conference January 13-15, 2014 – Wisconsin Dells, WI

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Project/Construction Work**

CTH C (Hoopen Road – US 12) – Project is complete

CTH N (CTH B – CTH E) – Project work is starting on the south end. Closing out work on part of the section south of I-94, project will be re-started in the spring.

CTH E (CTH P – I94) – Paving work is complete

CTH P (CTH E – Ixonia) – Paving work is complete

- **General Maintenance**

Crews completed second cut of mowing on county highways and additional cutting needed on state highways

Crews completed all remaining paving and small projects for townships

Crews are completing various signing repair work

Crews are completing guardrail/bridge repairs at various locations

- **Winter Maintenance**

- **Office/Shop**

Shop is preparing trucks for the winter season

OLD BUSINESS

- NONE

NEW BUSINESS

9a. Review and approve 2014 WisDOT Routine Maintenance Agreement and additional WisDOT contracts

Commissioner Kern reviewed the maintenance agreement with the Committee stating that there was an increase from 2013, showing that the State has put more money towards road maintenance.

It was moved by Mr. Jaeckel and seconded by Mr. Poulson to approve the 2014 Routine Maintenance Agreement, and any additional contracts that come forward in 2014 from WisDOT.

Carried by the following roll call:

AYES: Buchanan, Borland, Jaeckel, Poulson, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

9b. Review small vehicle state bid results for pick-ups, crew cabs, and vans

Commissioner Kern reviewed the state bids with the Committee stating that with these bids existing vehicles would be replaced, old vehicles would be put out for sale, and not traded in. The bids included (3) 2014 Fleet/Non-Retail Ford F-150 2WD SuperCab 163" XL X1C: \$22,062.00; (1) 2014 Fleet/Non-Retail Ford F-150 4WD SuperCab 163"XL X1E: \$25,055.00; (2) 2014 Fleet/Non-Retail Ford Super Duty F-350 SRW 2WD Crew Cab 172" XL: \$31,005.00; (2) 2014 Fleet/Non-Retail Ford Super Duty F-350 DRW 4WD Crew Cab 172" XL: \$33,926.00; (1) 2014 Fleet/Non-Retail Ford Super Duty F-550 DRW 4WD SuperCab 186" W: \$42,872.00; (1) 2014 Fleet/Non-Retail Dodge Grand Caravan 4dr Wgn SE RTKH53: \$21,238.00.

It was moved by Mr. Borland and seconded by Mr. Jaeckel to approve the small vehicle state bids for pick-ups, crew cabs, and vans.

Carried by the following roll call:

AYES: Buchanan, Borland, Jaeckel, Poulson, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

9c. Review bid results for two (2) tractors and mowers (Dodge County bid)

Commissioner Kern reviewed the bid results for the tractors and mowers – Dodge County bid - with the Committee stating that the two oldest tractors and mowers that are being replaced will be sold through auction instead of traded. Two (2) 2014 John Deere 6105M tractors; Two (2) Diamond 75" HD Side Flail mid mount flail mowers; Two (2) 102" Rear Flail Diamond rear mount flail mowers. Total proposal \$171,986.00.

It was moved by Mr. Jaeckel and seconded by Mr. Poulson to approve the two tractor and mower proposal.

Carried by the following roll call:

AYES: Buchanan, Borland, Jaeckel, Poulson, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

9d. Review bid results for a trailer-roller

Commissioner Kern reviewed the trailer-roller bids that were received from Swanston Equipment and RDO Equipment Company. He stated that the equipment being replaced will not be traded, but rather will go to auction.

It was moved by Mr. Poulson and seconded by Mr. Borland to approve the bid of \$17,500.00 from Swanston Equipment Co. for a WRT PT13 Roller.

Carried by the following roll call:

- AYES: Buchanan, Borland, Jaeckel, Poulson, Counsell
- NOES: None
- ABSENT: None
- ABSTAIN: None

9e. Review monthly financial account summary

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

10. Highway Operations Report

The Commissioner reviewed the operations report with the Committee regarding current operations, and answered questions. No Motion.

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

BILLS:	10/09/13	\$ 399,961.00
BILLS:	10/24/13	\$ 124,577.05
BILLS:	11/06/13	\$ 127,417.77
COMMITTEE:	SEPTEMBER	\$ <u>251.08</u>
TOTALS:		\$ 652,206.90

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

Carried by the following roll call:

- AYES: Buchanan, Borland, Jaeckel, Poulson, Counsell
- NOES: None
- ABSENT: None
- ABSTAIN: None

Motion by Mr. Jaeckel and seconded by Mr. Poulson to adjourn at 8:43 a.m.

Carried by the following roll call:

- AYES: Buchanan, Borland, Jaeckel, Poulson, Counsell
- NOES: None
- ABSENT: None
- ABSTAIN: None

Approval: _____

Al Counsell, Secretary