

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, January 7, 2014

The Jefferson County Highway Committee met on Tuesday, January 7, 2014, 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
Timm Punzel, Highway Department

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

HIGHWAY COMMITTEE MINUTES: The minutes from the December 3, 2013 Highway meeting, having been distributed in advance, it was moved by Mr. Borland and seconded by Mr. Poulson to approve the minutes as printed.

Carried by the following roll call:

AYES: Poulson, Borland, Jaeckel

NOES: None

ABSENT: Buchanan, Counsell

ABSTAIN: None

CORRESPONDENCE:

- NONE

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Project/Construction Work**

- **General Maintenance**

Crews completed preparation on trucks for winter maintenance

Crews are completing various signing repair work

Crews are completing guardrail/bridge repairs at various locations

- **Winter Maintenance**

Crews are using an anti-icing test route on county and state highways

Snow fence installations are all complete

Crews have kept busy with the several snow events including numerous days of below average temperatures and drifting events

- **Office/Shop**

OLD BUSINESS

- NONE

NEW BUSINESS

9a. Discuss future satellite facilities in Waterloo and Lake Mills

Commissioner Kern discussed the Lake Mills and Waterloo facilities. He stated that the Lake Mills old salt shed is now vacant and the new Lake Mills salt shed is in operation. The Waterloo facility is still in operation. Although the new satellite shops in Lake Mills and Concord would be built in 2015 at the earliest, Kern wanted to have the discussion with the Committee about these two facilities. He stated the possibilities to open the areas to auction or public sale. If a government entity is interested there may be a possibility to enter negotiations with that government entity. No Motion.

9b. Review and approve County Highway P (CTH E – CTH F) design contract

Commissioner Kern stated that ten engineering firms sent in proposals with design costs. The Highway staff reviewed the proposals and ranked the firms based on the firms design team, qualifications, project understanding and approach, and the overall cost summary. The Highway staff recommends Short Elliott Hendrickson. The Committee discussed the firms and their ranking, and asked questions.

It was moved by Mr. Jaeckel and seconded by Mr. Borland to accept the proposal from Short Elliott Hendrickson for \$65,864.00 for the design of CTH P.

Carried by the following roll call:

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

9c. Discuss rental equipment needs for the 2014 construction season

Commissioner Kern discussed the County's Rental Agreements Or Leases Ordinance. The ordinance was last amended in 2005. Kern stated his concerns with the ordinance and the ability to rent or lease equipment under the current limits, while trying to stay competitive with current costs and time frames to rent or lease equipment for the construction seasons. There was discussion to forward these concerns to the Finance Committee for consideration.

It was moved by Mr. Poulson and seconded by Mr. Counsell to forward the concerns of this ordinance to the Finance Committee and ask that the ordinance be reviewed at their February meeting.

Carried by the following roll call:

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

9d. 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. He talked about the many snow events of December and the many hours the employees have worked during these events. Questions were answered. No Motion.

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

BILLS:	12/13/13	\$ 36,719.45
BILLS:	01/07/14 FOR 2013	\$ 216,159.37
COMMITTEE:	NOVEMBER	\$ <u>397.24</u>
TOTALS:		\$ 253,276.06

It was moved by Mr. Counsell 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. Counsell and seconded by Mr. Jaeckel to adjourn at 8:47 a.m.

Carried by the following roll call:

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

Approval:

Al Counsell, Secretary