

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Wednesday, August 6, 2008

The Jefferson County Highway Committee met on Wednesday, August 6, 2008, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Ron Buchanan; Robert Yachinich; John Molinaro; Glen Borland

Members absent: Blane Poulson

Also Present: William Kern, Highway Commissioner
Gary Petre, County Administrator
Sharon Schmeling, County Board Chairperson
Ann Jenswold, Highway Account Clerk
Bill Buglass, Payne & Dolan
George & Brock Sabol

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

HIGHWAY COMMITTEE MINUTES: The minutes from the July 1 and July 23, 2008 meetings, 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, Yachinich, Molinaro, Borland

NOES: None

ABSENT: Poulson

ABSTAIN: None

CORRESPONDENCE:

- Meigs – Implementing a Supply Mgmt Program. Current pricing for quantity requested is good; however, prices may change if our demand for product changes.

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- The Sabol's acknowledged their presence, and stated they would be happy to answer any questions regarding their CTH "A" agenda item.

HIGHWAY COMMISSIONER'S REPORT:

- **Emergency Operations – Flood Control, Flood Damage**

Crews have been working on culvert repairs, shoulder repairs, and debris removal on state, county and town highways.

Crews have assisted in sand bag clean-up and disposal for several town and municipalities.

- **Project Work**

CTH "G" (STH 89 – STH 19)

Project temporarily delayed based on flooding and utility work. We plan on starting the project work in the next few weeks.

Utility pole removal and re-work

CTH "X" (CTH B – Watertown)

Project is complete.

CTH "D" (STH 106 – US 18)

Pulverizing of asphalt, and all culverts and minor grading is complete

Paving work is in progress

CTH "A" (US 18 – London Road)

Project is now in progress, it had been delayed due to flooding. The completion date will be moved back to early September.

CTH "M" (US 12 – CTH N)

Pulverize and pave project to begin in August.

I94 Paving Work – Contract Project

Major overlay project for I94 will begin July 28 (Payne & Dolan is the main contractor). Work will take place between Jefferson/Dane County Line to Johnson Creek.

OLD BUSINESS

8a. Discuss purchase of vacant property adjacent to the Waterloo County Shop.

Item was tabled until next month. Commissioner Kern has been in contact with Frontier to set up a meeting to discuss further details.

It was moved by Mr. Yachinich and seconded by Mr. Borland to table this item until next month.

Carried by the following roll call:

AYES: Buchanan, Yachinich, Molinaro, Borland

NOES: None

ABSENT: Poulson

ABSTAIN: None

NEW BUSINESS

9a. Review offer to purchase 0.4 acres of property on CTH A near Zoern Lane.

It was moved by Mr. Molinaro and seconded by Mr. Yachinich to have Commissioner Kern and Corporation Counsel, Phil Ristow, review and proceed with this purchase offer. This item will go to County Board next week for further consideration.

Carried by the following roll call:

AYES: Buchanan, Yachinich, Molinaro, Borland

NOES: None

ABSENT: Poulson

ABSTAIN: None

9b. Review applications for bridge aid for 2009.

The 2009 bridge aid application information was handed out to the Highway Committee for review. The Commissioner gave an overview of the report, and questions were answered regarding bridge aides being removed from the budget line items and levy cap.

9c. Discuss Highway Department Facility Study.

The study is complete and ready for County Board next week. The County Board members will be meeting at the Highway Shop at 5:30 p.m. on August 12 for a facility tour before the County Board meeting at 7:00 p.m. Highway Department staff will be on hand to answer questions at the shop. The consultant will provide a summary of the report at the County Board meeting. There will be a joint Highway Committee/Infrastructure meeting on Wednesday, August 20, 2008 to move to the next stage of this process.

9d. Discuss Highway Department Safety Assessment Report prepared by Alpha Terra Science.

Commissioner Kern made the Committee aware of the report prepared by Alpha Terra. There was discussion regarding internal and external training in the future. There was discussion regarding the demands being placed on the Department to be in compliance with new regulations and the staffing time it will require to meet those demands. The Commissioner will keep the Committee updated and informed.

9e. Review 2008 monthly financial account summary.

Commissioner Kern reviewed and discussed the account summary with the Committee, and questions were answered. The 2009 budget will be reviewed at the September Highway Committee meeting.

10. Highway Operations Report

The Commissioner’s Operation Report was discussed with the Committee and questions were answered.

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

BILLS:	07/09/08	86,861.70
BILLS:	07/16/08	13,233.73
BILLS:	07/23/08	32,548.65
BILLS:	07/30/08	34,481.30
BILLS:	08/06/08	394,263.04
COMMITTEE:	JUNE	<u>569.74</u>
TOTALS:		\$561,958.16

It was moved by Mr. Molinaro and seconded by Mr. Yachinich that the bills are allowed as reviewed.

Carried by the following roll call:

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

The next Highway Committee meeting will be a joint meeting with the Infrastructure Committee held on August 20, 2008, starting at 8:00 A.M. at the Jefferson County Court House to discuss the Facility Study.

Motion by Mr. Molinaro and seconded by Mr. Yachinich to adjourn at 9:05 a.m.

Carried by the following roll call:

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

Approval: _____

 Blane Poulson, Secretary