



## Jefferson County Highway Committee Meeting

Tuesday, March 1, 2016

8:00am

Committee Room  
1425 Wisconsin Drive  
Jefferson, Wisconsin 53549

**Committee Members:** George Jaeckel - Chairman, Walt Christensen - Vice Chairman, Al Counsell - Secretary, Ron Buchanan, Don Reese

**Highway Commissioner:** William T. Kern

### AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approve minutes from February 1, 2016 Highway Committee meeting
7. Communications
8. Old Business   a. None
9. New Business   a. Discuss 2016 highway project schedule  
                          b. Discussion on monthly financial account summary (YTD)
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date – April 5, 2016
13. Adjourn

*A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.*

*"Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made."*

**JEFFERSON COUNTY HIGHWAY COMMITTEE  
MEETING MINUTES**

**Tuesday, February 1, 2016**

The Jefferson County Highway Committee met on Tuesday, February 1, 2016, at 9:00 A.M. for a meeting at the Highway Office.

**ROLL OF THE HIGHWAY COMMITTEE:**

Members present: George Jaeckel; Ron Buchanan; Walt Christensen; Al Counsell; Donald Reese

Members absent: None

Also Present: William Kern, Highway Commissioner  
Ann Jenswold, Highway Department  
Erik Coonen, Highway Department  
Bill Buglass, Payne & Dolan

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

**HIGHWAY COMMITTEE MINUTES:** The minutes from the December 1, 2015 Highway meeting, having been distributed in advance, it was moved by Mr. Buchanan and seconded by Mr. Reese to approve the minutes as printed.

Carried by the following roll call:

AYES: Jaeckel, Christensen, Counsell, Buchanan, Reese

NOES: None

ABSENT: None

ABSTAIN: None

**CORRESPONDENCE:**

Newsletters:

- NONE

News Releases/Notices:

- NONE

**PUBLIC COMMENT:**

- NONE

**HIGHWAY COMMISSIONER'S REPORT:**

- **Construction Projects**

- **Winter Maintenance**

Limited storms in November and December 2015

In January 2016 more normal winter temperatures and precipitation

Crews are using more broad-based anti-icing treatments on county and state highways

- **General Maintenance**

Crews are working on several brushing projects for the DOT

Crews are working on surface patching and shoulder maintenance

Crews are completing sign work on state and county highways

Crews are organizing materials and equipment at the new facility

Crews moved all remaining items from the old highway facility

- **Office/Shop Staff**

Shop employees are busy maintaining trucks and plow equipment

Office staff is completing all end of the year inventories and closing out the books for 2015

Shop/Field employees were trained on new liquid brine equipment and continue to learn the new equipment

**OLD BUSINESS**

NONE

**NEW BUSINESS**

**9a. Discuss winter maintenance operations, including anti-icing use and results**

Commissioner Kern discussed the evolution of using anti-icing products for the Jefferson County Highway Department. He stated the safety benefits not only on the bridge decks, but also on the roadways. Tanker Truck 99 with 9PT attachment was outside on display for the Committee to view. Superintendents Sean Heaslip and Greg Koeppel were on hand to discuss the different mixtures of liquid used to make blends for different weather conditions. They stated there was a time savings on the front end of the storm and on the back end of the storm preventing hard pack by using the anti-icing products. It was also stated that the use of these products have delayed when the trucks go out, also showing a cost savings. During a few recent storms, surrounding counties were out doing winter maintenance, but due to the use of anti-icing products, Jefferson County did not need to go out on those occurrences. The use of beet juice helps keep the product

on the road, thus it lasts longer – another cost savings. The Superintendents communicated how the use of weather management tools aid in their decision of when to spray the anti-icing product. It was also stated that other municipalities are using and purchasing brine material from the Highway Department. No Motion

**9b. Discussion on monthly financial account summary (YTD)**

Commissioner Kern reviewed the financial account summary with the Committee, stating that this was a preliminary look at the closing of 2015. The department ended 2015 in good shape. Questions were answered. No Motion

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

BILLS:	12/07/15	\$ 50,670.26
BILLS:	12/15/15	\$ 46,058.10
BILLS:	12/23/15	\$ 35,494.38
BILLS:	12/31/15	\$ 104,540.98
BILLS:	01/21/16 (2015)	\$ 1,300.77
BILLS:	01/21/16 (2016)	\$ 31,557.09
BILLS:	02/01/16 (2015)	\$ 4,333.33
BILLS:	02/01/16 (2016)	\$ 44,245.90
P CARD:	DEC-GENERAL	\$ 213,425.71
P CARD:	DEC-BRIAN	\$ 9.02
P CARD:	JAN-GENERAL	\$ 937.74
P CARD:	JAN-BRIAN	\$ 295.98
P CARD:	JAN-BILL	309.14
COMMITTEE:	NOVEMBER	\$ 401.88
COMMITTEE:	DECEMBER	\$ 346.88
TOTALS:		\$ 533,927.16

It was moved by Mr. Buchanan and seconded by Mr. Reese that the bills are allowed as reviewed.

Carried by the following roll call:

AYES: Jaeckel, Christensen, Counsell, Buchanan, Reese

NOES: None

ABSENT: None

ABSTAIN: None

Motion by Mr. Buchanan and seconded by Mr. Reese to adjourn at 10:20 a.m.

Carried by the following roll call:

AYES: Jaeckel, Christensen, Counsell, Buchanan, Reese

NOES: None

ABSENT: None

ABSTAIN: None

The next meeting will be held on Tuesday, March 1, 2016 at 8:00 a.m., at the Jefferson County Highway Department.

Approval:

---

---

Al Counsell, Secretary