



Agenda  
Revised

## Jefferson County Highway Committee Meeting

Tuesday, March 5, 2013

8:00am

Office of the Highway Commissioner – Committee Room  
141 West Woolcock Street  
Jefferson, Wisconsin

**Committee Members:** Ron Buchanan, Chairman; George Jaeckel, Vice Chairman; Al Counsell, Secretary; Glen Borland; Blane Poulson

**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
6. Minutes from February 5, 2013 Highway Committee meeting
7. Communications
8. Old Business
  - a. Approve Jurisdictional Transfer agreements between Jefferson County and the City of Watertown and the Town of Watertown on County Trunk Highway Y (Transfers associated with the STH 26 bypass project)
9. New Business
  - a. Discuss the wage study results for the Highway Worker and Equipment Operator positions and recommend changes to grade placement or Personnel Ordinance language
  - b. Discuss equipment rental agreements for 2013
  - c. Review monthly financial account summary
10. Highway Operations Report
11. Review and approve vouchers
12. Adjourn

*Note: The Highway Committee may discuss and/or take action on any item specifically listed on the agenda.*

***"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, March 5, 2013**

The Jefferson County Highway Committee met on Tuesday, March 5, 2013, at 8:00 A.M. for a meeting at the Highway Office.

**ROLL OF THE HIGHWAY COMMITTEE:**

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

Members absent: None

Also Present: William Kern, Highway Commissioner  
Gary Petre, County Administrator  
John Molinaro, County Board Chairman  
Ann Jenswold, Highway Department  
Carlton Zentner, County Board Supervisor  
Terri Palm-Kostroski, Human Resources  
Brian Udovich, Highway Department  
Todd Berger, Highway Department  
Dan Lemke, 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 February 5, 2013 Highway meeting, having been distributed in advance, it was moved by Mr. Poulson and seconded by Mr. Counsell to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Poulson, Counsell

NOES: None

ABSENT: None

ABSTAIN: Borland, Jaeckel

**CORRESPONDENCE:**

- NONE

Newsletters:

- NONE

News Releases/Notices:

- NONE

**PUBLIC COMMENT:**

- Ann Jenswold spoke regarding agenda item 9a – wage study results for the Highway Department Equipment Operators
- Dan Lemke spoke regarding agenda item 9a – wage study results for the Highway Department Equipment Operators
- County Board Supervisor, Carlton Zentner, spoke regarding the new Highway facility and the formation of committees to review the process

**HIGHWAY COMMISSIONER'S REPORT:**

- **Project/Construction Work**

Planning work for 2013 projects is in progress

- **General Maintenance**

Crews are completing maintenance projects for the county and various towns

Crews are completing various signing repair work

Crews are completing guardrail/bridge repairs at various locations

Crews are working on brushing work on county and state highways

- **Winter Maintenance**

Crews busy with numerous winter storms in January and February

All seasonal salt orders have been completed

- **Office/Shop**

Shop employees are working on final tri-axle plow truck set-up

Staff has closed the books for 2012, and now is working on end of year reports

**OLD BUSINESS**

**8a. Approve Jurisdictional Transfer agreements between Jefferson County and the City of Watertown and the Town of Watertown on County Trunk Highway Y (Transfers associated with the STH 26 bypass project)**

Commissioner Kern reviewed and discussed with the Committee two resolutions prepared for the March County Board meeting regarding the jurisdictional transfer agreements between Jefferson County and the City and Town of Watertown. The agreement for the Town of Watertown would remove the existing CTH "Y" from New CTH "Y" to the City of Watertown south limits from the County Highway system. This section of roadway is 1.4 miles in length. The agreement for the City of Watertown would remove the existing CTH "Y" from the City of Watertown south limits to Church Road from the County Highway system. This section of roadway is 0.3 miles in length.

It was moved by Mr. Jaeckel and seconded by Mr. Counsell to approve the jurisdictional transfer agreements for CTH "Y" to both the Town of Watertown and the City of Watertown, and forward the resolutions to the County Board.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

### **NEW BUSINESS**

#### **9a. Discuss the wage study results for the Highway Worker and Equipment Operator positions and recommend changes to grade placement or Personnel Ordinance language**

Human Resource Director, Terri Palm-Kostroski, supplied information concerning the Carlson Dettmann wage study in regards to the Highway Department Equipment Operators. The Committee asked questions and heard thoughts and concerns from Highway personnel.

It was moved by Mr. Jaeckel and seconded by Mr. Counsell to deny the previous recommendation by Carlson Dettmann, that would have placed the Equipment Operators in a pay grade 5, and approve to place the Equipment Operators in a pay grade 4. When operating equipment, there would be an additional premium added to their pay grade 4 rate. This recommendation will be forwarded to the Human Resource Committee.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

#### **9b. Discuss equipment rental agreements for 2013**

Commissioner Kern reviewed and discussed with the Committee the Dozer rentals for the 2013 construction year. The Commissioner recommended entering into agreement with Roland Machinery for a Komatsu D65PX-17 dozer for \$7636.00 per month.

It was moved by Mr. Jaeckel and seconded by Mr. Counsell to approve an agreement with Roland Machinery for a Komatsu D65PX-17 dozer for the 2013 construction year, in the amount of \$7636.00 per month.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

**9c. 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 with the Committee regarding current operations, highlighting the winter maintenance season thus far. No Motion.

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

BILLS:	02/07/13	\$ 83,076.72
BILLS:	02/20/13	\$ 155,064.73
BILLS:	02/26/13	\$ 106,184.23
BILLS:	03/05/13	\$ 173,074.83
COMMITTEE:	JANUARY	\$ 477.10
TOTALS:		\$ 517,877.61

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

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

The next Highway Committee meeting will be Tuesday, April 2, 2013 at the Jefferson County Highway Department.

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

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Counsell

NOES: None

ABSENT: None

ABSTAIN: None

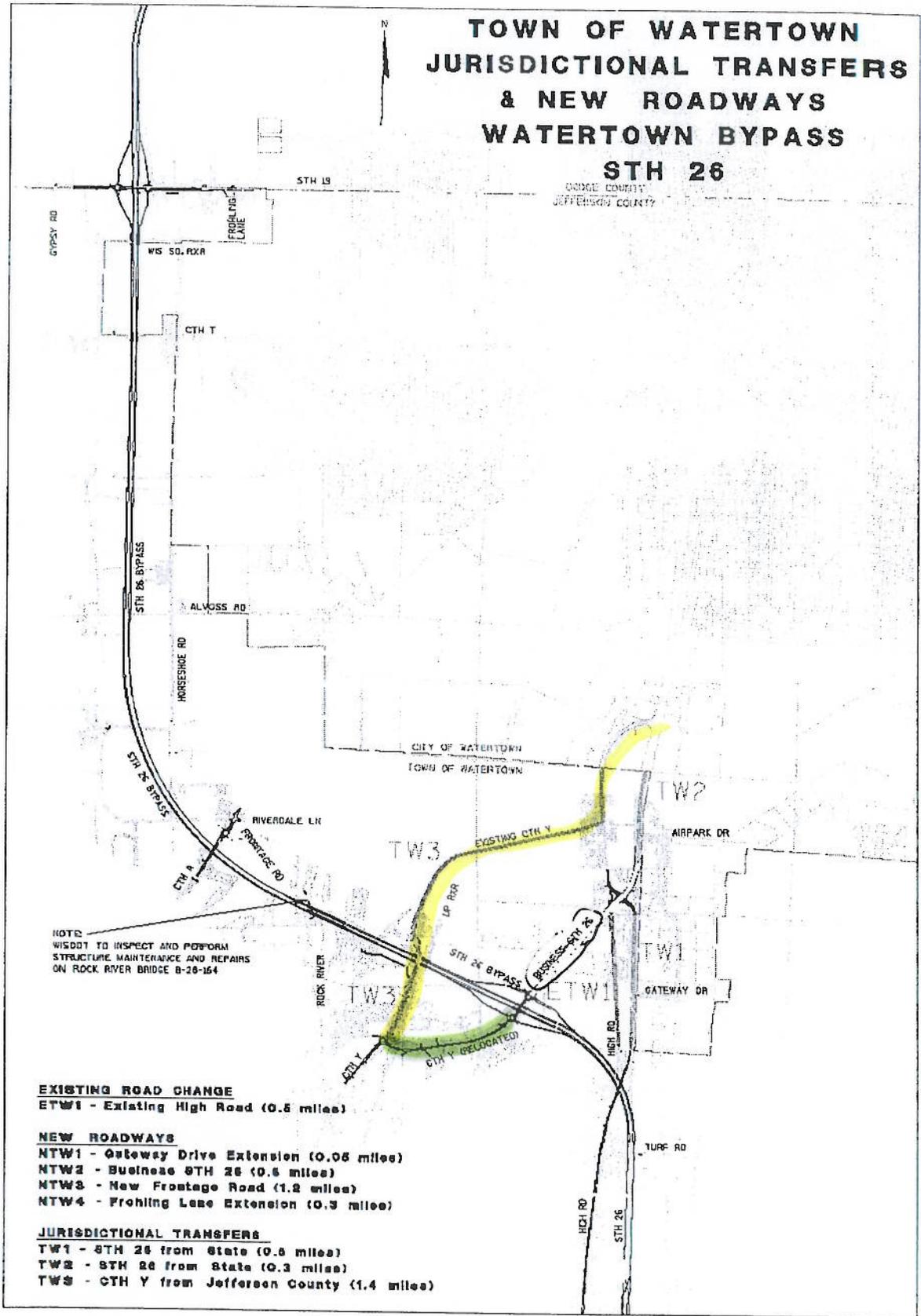
Approval:

\_\_\_\_\_  
 \_\_\_\_\_  
 Al Counsell, Secretary

# TOWN OF WATERTOWN JURISDICTIONAL TRANSFERS & NEW ROADWAYS WATERTOWN BYPASS

## STH 26

GADSDEN COUNTY  
JEFFERSON COUNTY



RESOLUTION NO. 2013-\_\_\_\_\_

**Jurisdictional Transfer Agreement for County Trunk Y (Town of Watertown)**

WHEREAS, the functional/jurisdictional relationship of present State and Local Highway Systems have been cooperatively reviewed by the Town of Watertown and Jefferson County, and

WHEREAS, Jefferson County and the Town of Watertown have cooperated in developing this jurisdictional change, and

WHEREAS, the Wisconsin Department of Transportation, under s. 84.02(3), may enter into a jurisdictional transfer agreement with local units of government, thereby facilitating such alterations in jurisdictional highway system,

NOW THEREFOR BE IT RESOLVED, that the County Board of Jefferson County approves the following segments of highway be removed from the County Highway system:

Existing CTH Y from New CTH Y to the City of Watertown south limits. This section of roadway is 1.4 miles in length.

BE IT FURTHER RESOLVED, that the County Board of Jefferson County authorizes the County Board Chairman to execute the Jurisdictional Transfer Agreement with the Town of Watertown;

1. The County shall:
  - a. Provide a set of as-built plans to the Town.
  - b. Fully convey all access rights and permitting control along the segment to be transferred to the Town.
2. The Town shall:
  - a. Accept the jurisdictional and maintenance responsibility of the segment to be transferred upon completion of construction work associated with State Project ID 1390-04-77 and execution of the Agreement.

BE IT FURTHER RESOLVED,

The effective date of the jurisdictional transfer will be upon completion of the WIS 26 Bypass improvements and opening to traffic, and the execution of this Agreement.

*Fiscal Note: County will receive general transportation aids for the new segment of County Trunk Y and the Town of Watertown will receive general transportation aids for the transferred segment.*

AYES \_\_\_\_\_  
NOES \_\_\_\_\_  
ABSTAIN \_\_\_\_\_  
ABSENT \_\_\_\_\_

Requested by: Highway Committee  
Bill Kern on 02/27/13.

RESOLUTION NO. 2013-\_\_\_\_\_

**Jurisdictional Transfer Agreement for County Trunk Y (City of Watertown)**

WHEREAS, the functional/jurisdictional relationship of present State and Local Highway Systems have been cooperatively reviewed by the City of Watertown and Jefferson County, and

WHEREAS, Jefferson County and the City of Watertown have cooperated in developing this jurisdictional change, and

WHEREAS, the Wisconsin Department of Transportation, under s. 84.02(3), may enter into a jurisdictional transfer agreement with local units of government, thereby facilitating such alterations in jurisdictional highway system,

NOW THEREFOR BE IT RESOLVED, that the County Board of Jefferson County approves the following segments of highway be removed from the County Highway system:

Existing CTH Y from the City of Watertown south limits to Church Road. This section of roadway is 0.3 miles in length.

BE IT FURTHER RESOLVED, that the County Board of Jefferson County authorizes the County Board Chairman to execute the Jurisdictional Transfer Agreement with the City of Watertown;

1. The County shall:
  - a. Provide a set of as-built plans to the City.
  - b. Fully convey all access rights and permitting control along the segment to be transferred to the City.
2. The City shall:
  - a. Accept the jurisdictional and maintenance responsibility of the segment to be transferred upon completion of construction work associated with State Project ID 1390-04-77 and execution of the Agreement.

BE IT FURTHER RESOLVED,

The effective date of the jurisdictional transfer will be upon completion of the WIS 26 Bypass improvements and opening to traffic, and the execution of this Agreement.

*Fiscal Note: County will receive general transportation aids for the new segment of County Trunk Y and the City of Watertown will receive general transportation aids for the transferred segment.*

AYES \_\_\_\_\_  
 NOES \_\_\_\_\_  
 ABSTAIN \_\_\_\_\_  
 ABSENT \_\_\_\_\_

Requested by: Highway Committee  
 Bill Kern on 02/27/13.

3/4/13

## **Equipment Rental**

### **Dozer Rentals**

#### **Aring Equipment**

Dressta TD25M 2010 80K lbs 330hp \$11,000/mo\*

#### **Brooks Tractor**

Deere 850K LGP 2012 47K lbs 187hp \$8,900/mo

Deere 850J LT 2010 46K lbs 185hp \$7,900/mo

#### **Fabco**

Cat D8T 2013 84K lbs 310hp \$8,975/mo\*

#### **\* Roland Machinery**

Komatsu D155AX-6 2012 87K lbs 340hp \$10,904/mo

Komatsu D65PX-17 2012 46K lbs 205hp \$7,636/mo

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\*Guaranteed number of months required with rental.

**Recommend:** Rent the Komatsu D65PX-17 dozer from Roland Machinery for \$7,636 per month for the 2013 construction season.

# Jefferson County Highway Department Highway Operations Report

Highway Committee Meeting – March 5, 2013

## Construction Project Work

- Planning work for 2013 projects is in progress.

## Winter Maintenance Work

- Crews busy with numerous winter storms in January and February
- All seasonal salt orders have been completed

## General Maintenance Work

- Crews are completing maintenance projects for the county and various towns.
- Crews are completing various signing repair work.
- Crews are completing guardrail/bridge repairs at various locations.
- Crews are working on brushing work on county and state highways.

## Office Staff

- Shop employees are working on final tri-axle plow truck set-up
- Staff has closed the books for 2012, and now is working on end of year reports.