

**JEFFERSON COUNTY HIGHWAY COMMITTEE  
INFRASTRUCTURE COMMITTEE  
JOINT MEETING MINUTES**

**Tuesday, September 6, 2011**

The Jefferson County Highway Committee and Infrastructure Committee, met on Tuesday, September 6, 2011, at 8:30 A.M. for a joint meeting at the Jefferson County Courthouse, Room 202.

**1. CALL TO ORDER**

Supervisor Molinaro called the meeting to order at 8:30 a.m.

**2. ROLL OF THE HIGHWAY & INFRASTRUCTURE COMMITTEES**

Members present: Ron Buchanan; George Jaeckel; Craig Peterson; Glen Borland; Blane Poulson,  
Donald Reese; Richard Jones; Mary Delany; Rick Kuhlman; Jim Schroeder.

Also Present: William Kern, Highway Commissioner  
Gary Petre, County Administrator  
John Molinaro, County Board Chairperson  
Carlton Zentner, Supervisor  
Ed Morse, Supervisor  
Mike Burow, Supervisor  
Erik Coonen, Highway Department  
Brian Udovich, Highway Department  
Bill Buglass, Payne & Dolan  
Jan Rouu, County Board Supervisor  
Steve Sharp, Watertown Daily Times  
Tammie Jaeger, Administrative Assistant-Confidential

**3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW**

The County Administrator confirmed compliance.

**4. REVIEW OF THE AGENDA**

No changes were made.

**5. PUBLIC COMMENT,**

- Supervisor Delany, Jefferson, commented on the intentions of the County Board regarding the Highway Department facility
- Supervisor Zenter, Fort Atkinson, commented on site selections for the Highway Department facility

**6. APPROVE MINUTES FROM THE AUGUST 3, 2011 JOINT MEETING OF THE HIGHWAY, LAND AND WATER CONSERVATION AND THE INFRASTRUCTURE COMMITTEES**

The minutes from the August 3, 2011 Highway Committee, Infrastructure Committee, and Land & Water Committee joint meeting, having been distributed in advance, it was moved by Mr. Schroeder and seconded by Mr. Borland to approve the minutes as printed. Motion Carried: Ayes-All.

**7. DISCUSSION AND POSSIBLE ACTION ON PROCEEDING WITH COUNTY BOARD RESOLUTION NO. 2011-37 – REQUIRING DEVELOPMENT OF OPPORTUNITY COST DATA FOR USE OF COUNTY OWNED PROPERTY FOR A NEW HIGHWAY FACILITY**

Gary Petre provided an analysis from Ehlers regarding costs for use of alternate properties for a new highway facility. The committee discussed the information. No action taken.

**8. DISCUSSION AND POSSIBLE ACTION ON PROCEEDING WITH COUNTY BOARD RESOLUTION NO. 2011-40 – OBTAIN PROPOSALS TO DEVELOP CREATIVE PLANS FOR REUSE OF THE CURRENT HIGHWAY DEPARTMENT FACILITY OR OTHER INDUSTRIAL SITE**

Bill Kern provided copies of the draft RFP. The Committee reviewed the document. Bill Kern addressed questions and considered comments and concerns from the committee.

Highway Committee Action

Supervisor Jaeckel made a motion; Second by Supervisor Borland to approve the RFP for the Architectural/Engineering Consulting Services for Highway Facility Study/Site Analysis with additional criteria language added. Motion carried: Ayes-4, Noes-1 (Peterson)

Infrastructure Committee Action

Supervisor Kuhlman made a motion; Second by Supervisor Reese to approve the RFP for the Architectural/Engineering Consulting Services for Highway Facility Study/Site Analysis with additional criteria language added. Motion carried: Ayes-4, Noes 1 (Schroeder)

**9. SET NEXT JOINT MEETING DATE AND POSSIBLE AGENDA ITEMS.**

The next joint meeting of the Highway and Infrastructure Committees, will be held on Tuesday, October 4, 2011, at 8:30 a.m., in Room 202 of the Court House.

It was moved by Supervisor Reese and seconded by Supervisor Buchanan to adjourn at 9:06 a.m. Motion Carried: Ayes-All

Approval: \_\_\_\_\_  
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