

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

Thursday, May 30, 2013

The Jefferson County Highway Committee and Infrastructure Committee met on Thursday, May 30, 2013, at 8:30 A.M. for a joint meeting at the Jefferson County Courthouse, Room 202.

ROLL OF THE HIGHWAY & INFRASTRUCTURE COMMITTEES:

Members Present: Ron Buchanan; George Jaeckel; Al Counsell; Blane Poulson; Glen Borland; Donald Reese; Richard Jones; Russell Kutz; Dick Schultz

Members Absent: Rick Kuhlman

Also Present: William Kern, Highway Commissioner
John Molinaro, County Board Chairperson
Brian Udovich, Highway Department
Ann Jenswold, Highway Department
Erik Coonen, Highway Department
Greg Winter, Highway Department
Russ Cooper, Highway Department
Kathi Cauley, Interim County Administrator
Phil Ristow, Corporation Counsel
Walt Christensen, County Board Supervisor
Greg David, County Board Supervisor
James Braughler, County Board Supervisor
Ed Morse, County Board Supervisor
Pamela Rogers, County Board Supervisor
Jennifer Hanneman, County Board Supervisor
Jim Mode, County Board Supervisor
Matthew Foelker, County Board Supervisor
Paul Babcock, County Board Supervisor
Carlton Zentner, County Board Supervisor
Brian Lamers, Finance
Norman Barrientos & Staff, Barrientos Design
Lydia Statz, Daily Jefferson County Union

Purpose of the meeting was to discuss preliminary design development of the new Highway main facility with Barrientos Design

PUBLIC COMMENT

- County Board Supervisors Zentner and David shared concerns regarding the size and energy efficiencies of the new facility, as well as group meeting involvement.

HIGHWAY & INFRASTRUCTURE COMMITTEE MINUTES: The minutes from the May 1, 2013 Highway Committee/Infrastructure Committee joint meeting, having been distributed in advance, it was moved by Mr. Reese and seconded by Mr. Jones from the Infrastructure Committee to approve the minutes as printed. Motion Carried. It was moved by Mr. Poulson and seconded by Mr. Counsell from the Highway Committee to approve the minutes as printed. Motion Carried.

7. Communications

- NONE

8. Discuss preliminary design development of the new Highway main facility with Barrientos Design.

Norman Barrientos gave his first presentation of three regarding the new Highway main facility. This presentation revolved around the following facility areas: Repair Bay; Welding Bay; Parts Storage; Fleet Parking; Carpentry & Sign Area; and Truck Wash Area.

During his presentation, he used Manitowoc County Highway, Door County Highway, and Calumet County Highway departments for comparison.

There was discussion from the Committees and County Board Supervisors regarding the number of trucks to be stored in heated storage vs. cold storage, how to park the vehicles, protection of equipment investment, and whether to build a concrete vs. metal building, during the Fleet Parking portion of the presentation.

Discussion on different types of cranes, number of bays, and square footage was discussed during the Repair and Welding Bay portion. It was stated by Barrientos that the welding area by code, needs to be a totally separate area. He also addressed ventilation concerns for the area.

Square footage and regional sign work that Jefferson County does, was discussed during the Carpentry & Sign Area.

There was discussion on layout, security, vendor approach and delivery, and inventory access during the Parts Storage portion of the presentation.

The Truck Wash Area discussion revolved around the positive and negatives concerned with having a manual vs. automated wash system in place.

Commissioner Kern handed out a benchmark analysis of central highway facilities for comparison purposes. He stated that possibly the Committees, as well as interested County Board members, should tour some of the newer Highway facilities listed.

9. Set next joint meeting date and possible agenda items.

The next meeting will be held at the Jefferson County Courthouse, Room 202, on Wednesday, June 12, 2013 at 6:30 p.m. The following meeting is tentatively set for July 18, 2013.

It was moved by Mr. Buchanan and seconded by Mr. Borland to adjourn at 11:00 a.m.
Motion Carried.

Approval:
