

**Jefferson County Board
Committee Minutes
February 19, 2013
Infrastructure Committee**

1. Call to order

Meeting called to order by Supervisor Reese at 10:30 a.m.

2. Roll call of Committee Members

Richard Jones, Rick Kuhlman, Russell Kutz, Don Reese and Dick Schultz.

Others Present: Gary Petre – County Administrator; Phil Ristow – Corporation Counsel;-John Molinaro – County Board Chairman; Lydia Statz, Reporter – Jefferson Daily Union; Tammie Jaeger – Administrative Assistant-Confidential; Bill Kern – Highway Commissioner; Brian Udovich – Highway Operations Manager; Norm Barrientos – Barrientos Design; Corey Lapworth – Continuum Architects; Falamak Nourzad – Continuum Architects; John Goetter – Graef Architects; John Caine – Venture Architects.

3. Certification of compliance with the Open Meetings Law

The County Administrator reported that the meeting agenda was properly noticed in compliance with the law.

4. Review of the Agenda

No changes were made.

5. Public Comment

None

6. Approval of the January 16, 2013 Infrastructure Committee meeting minutes

Motion made by Supervisor Jones; Second by Supervisor Kutz to approve the January 16, 2013 Infrastructure Committee meeting minutes as printed. Ayes-All (Motion Carried).

7. Communications

- List of Architects for RFP
- Email and Map from Delahey Industries regarding asbestos inspection

8. Discussion and possible action on a Request for Proposal (RFP) for Architectural and Engineering Services for final site plan and final design of a new main Highway Department facility.

A copy of the RFP was provided for the committee to review. Gary Petre explained that after the RFP is approved it will be issued. There will be a link on our website which will include previous studies that were completed. It will also be posted on the Dodge Reporter which is a website that is reviewed by construction companies and architects.

Motion made by Supervisor Kuhlman; Second by Supervisor Jones to send out the Request for Proposal (RFP) for Architectural and Engineering Services for the final site plan and design of a new main Highway Department facility. Ayes-All (Motion Carried).

9. Discussion and possible action on a proposal by Barrientos Design for architectural and engineering services for final design of the Highway Department's Lake Mills Satellite facility.

Gary Petre told the committee that the Highway Committee has reviewed and approved the proposal from Barrientos Design. Bill Kern explained that the designs for Lake Mills and Concord are identical and resulted in cost savings. The Highway Committee concurred that because of the tight time frame it is not feasible to put this project out for an RFP. Barrientos has also completed a large portion of the design so it is possible that going out with an RFP could end up costing more. The committee agreed that it is not feasible to start over with another firm.

Motion made by Supervisor Jones; Second by Supervisor Schultz to approve the proposal from Barrientos Design for architectural and engineering services for final design of the Highway Department's Lake Mills Satellite facility based on the feasibility of time and cost savings. Ayes-All (Motion Carried).

10. Discussion and possible action on Sheriff Annex Building construction project

This item will be put on the next agenda. No action taken.

11. Status report on the Courthouse Bathroom Remodeling and Security Entrance projects

Both projects were approved by County Board. Phil Ristow and Gary Petre gave the committee an update on the projects. The committee discussed the parking issue that construction of the security entrance and closing off the front entrance may cause. No action taken.

12. Discussion and possible action on the environmental inspection of the old Countryside Home property

The Committee was provided a summary of the inspection for asbestos that was found on the property. Phil Ristow said that the company told him that the asbestos that was found was insignificant. The final report should be available by the end of the week. Gary Petre will distribute the final report as soon as it is received and it will be discussed at their next committee meeting. No action taken.

13. Potential items for the Committee's next meeting

- Approval of the February 19, 2013 Committee meeting minutes
- Discussion and possible action Community Supported Agriculture (CSA) Program
- Discussion and possible action on the final environmental inspection report for former Countryside Home
- Discussion and possible action on Sheriff Annex Building construction project
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14. Set tentative next committee meeting time and date: March 20, 2013 at 10:30 a.m.

15. Adjourn

Supervisor Kuhlman made a motion to adjourn; Second by Supervisor Jones at 11:30 a.m. Ayes – All (Motion Carried).