

**Jefferson County Board
Committee Minutes**

**April 10, 2013
Infrastructure Committee**

1. Call to order

Meeting called to order by Supervisor Reese at 11:55 a.m.

2. Roll call of Committee Members

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

Others Present: Phil Ristow – Corporation Counsel;-John Molinaro – County Board Chairman; Tammie Jaeger – Administrative Secretary; Lydia Statz – Reporter, Jefferson Daily Union; Sheriff Paul Milbrath; Mark Miller – Maintenance Director; Supervisor Jim Mode; Chief Jeffrey Parker; and Brian Lamers – Finance Director.

3. Certification of compliance with the Open Meetings Law

Administration staff 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 March 26, 2013 Infrastructure Committee meeting minutes

Motion made by Supervisor Jones; Second by Supervisor Schultz to approve the March 26, 2013 Infrastructure Committee meeting minutes as corrected. Ayes-All (Motion Carried).

7. Communications

None

8. Status report on courthouse bathroom remodeling project

Mark Miller reported that the bathroom remodeling project was started on April 1st and everything was going well. It is estimated that the project should be completed by the end of May. No action taken.

9. Discussion and possible action on Sheriff Annex Building engineering services & construction management proposals to repair the building

Mark Miller explained that RFP's for the Sheriff Annex building engineering services & construction management were issued. The deadline for proposals is April 19th. No action taken.

10. Discussion and possible action on advantages of construction management contracts

Phil Ristow discussed hiring a construction manager. If the Committee decides to hire a construction manager, they would want to have them involved during the planning process. The Committee discussed whether or not hiring a construction manager would save them money. The committee discussed the advantages of hiring a construction manager. The Committee directed Phil Ristow to issue an RFP for a construction management contract as soon as possible.

Motion made by Supervisor Kuhlman; Second by Supervisor Kutz to issue an RFP for a construction management contract for the Jefferson County main highway facility. Ayes-All (Motion Carried).

11. Closed session per Wisconsin State Statutes §19.85(1)(e) and -(g) to discuss negotiations concerning the purchase of public property and conferring with legal counsel

The Committee did not go into closed session.

12. Potential items for the Committee's next meeting

- Approval of the April 10, 2013 Committee meeting minutes
- Status report on courthouse bathroom remodeling project
- Discussion and possible action on the bids for Sheriff Annex Building construction project
- Discussion and possible action on the bids for construction management contract for the highway main facility
- Status report on the courthouse security entrance project

13. Set tentative next committee meeting time and date:

May 1, 2013 at 8:30 a.m. Joint meeting with Highway Committee (Room 202)

May 1, 2013 Regular meeting immediately following the joint committee meeting (Room 202)

14. Adjourn

Supervisor Kuhlman made a motion to adjourn; Second by Supervisor Jones at 12:23 p.m. Ayes – All (Motion Carried).