

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

**Wednesday, November 6, 2013**

The Jefferson County Highway Committee and Infrastructure Committee met on Wednesday, November 6, 2013, at 9:00 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; Glen Borland; Blane Poulson; Donald Reese; Richard Jones; Russell Kutz; Dick Schultz; Mike Kelly

Members Absent: None

Also Present: William Kern, Highway Commissioner  
John Molinaro, County Board Chairperson  
Ben Wehmeier, County Administrator  
Ann Jenswold, Highway Department  
Erik Coonen, Highway Department  
Brian Udovich, Highway Department  
Phil Ristow, Corporation Counsel  
Brian Lamers, Finance  
Joan Daniel, Human Services  
Walt Christensen, County Board Supervisor  
Bill Buglass, Payne & Dolan  
Chris Raykowski, The Sigma Group  
Lydia Statz, Daily Jefferson County Union

Purpose of the meeting was to review and discuss the Highway Department main facility site and building plan, and to discuss a construction manager verses a general contractor.

**PUBLIC COMMENT**

- NONE

**HIGHWAY & INFRASTRUCTURE COMMITTEE MINUTES:** The minutes from the July 17, 2013 Highway Committee/Infrastructure Committee joint meeting, having been distributed in advance, it was moved by Mr. Schultz and seconded by Mr. Kutz from the Infrastructure Committee to approve the minutes as printed. Motion Carried. It was moved by Mr. Counsell and seconded by Mr. Jaeckel from the Highway Committee to approve the minutes as printed. Poulson Abstain. Motion Carried.

**7. Communications**

- None

**8. Update on Highway Facility site plan and building plan**

Chris Raykowski from The Sigma Group, the owner representative for the project, updated the Committees on the facility project. He showed the facility with the 10,000 square foot reduction and a reduction of a welding bay to keep the project in line with the budget amount. He stated that the new design is approximately 84,000 square feet. He discussed the removal of one of the overhead cranes and the deferral to the future of a truck scale. He discussed the downsizing of the paved area around the site and the design of the utilities that will connect to the City of Jefferson making them more efficient.

Commissioner Kern relayed information from his discussions with Wisconsin Department of Transportation staff regarding salt shed funding, stating that Jefferson County is one of the counties with a shortage of salt storage in the state. The salt brine system was also discussed, along with the options for the current salt sheds on the existing site. Commissioner Kern will update the Committees as discussions continue.

The Committees also had discussion regarding the new facility's truck wash and design options. They also discussed how the truck scale would be added to the facility site in the future, and a milestone schedule for the facility. Administrator Wehmeier, Chris Raykowski, and Commissioner Kern added and answered the Committee's questions. No Motion.

**9. Discussion on construction management verses general contractor**

The pros and cons for Construction Manager, CM at Risk, and General Contractor were reviewed with the following discussions:

Construction Manager, CM at Risk: Pros: More flexibility to the owner, shorter overall project duration and sooner turnover date, ability to let long lead subcontracts sooner, better opportunity for local sub involvement, and Construction Manager input on design alternates. Cons: Slightly higher GC costs for bidding and procurement.

General Contractor: Pros: Design 100% complete, and slightly lower GC costs. Cons: Limited input on subs, longer duration to establish initial construction costs, long overall project duration and later turnover date, and potential for increased design costs.

The Committee's discussed ideas of a construction manager offering more flexibility and accountability, and an at risk construction manager with the option to self-perform some tasks.

It was moved by Mr. Jones and seconded by Mr. Kutz, from the Infrastructure Committee, to approve and move forward with a Construction Manager At-Risk as the delivery method with a Self-Performance option. Motion Carried.

It was moved by Mr. Poulson and seconded by Mr. Jaeckel, from the Highway Committee, to support the motion from the Infrastructure Committee. Motion Carried.

**10. Set next joint meeting date and possible agenda items.**

There was no meeting scheduled at this time.

It was moved by Mr. Reese and seconded by Mr. Buchanan to adjourn at 10:20 a.m.  
Motion Carried.

Approval:

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