

Jefferson County Board Committee Minutes

February 5, 2015
Infrastructure Committee

1. Call to order

Meeting was called to order by Kutz at 9:30 a.m.

2. Roll call of Committee Members

John Kannard, Russell Kutz and Mike Kelly. Richard Jones and Greg David Excused.

Others Present: Ben Wehmeier, County Administrator; Mark Stafford, Maas Bros Construction; Chris Raykowski, The Sigma Group; Bill Kern, Highway Commissioner, J.Blair Ward, Corporation Counsel; Kevin Weismann, Parks Supervisor; Joe Nehmer, Parks Director and David Diestler, Fair Park Director.

3. Certification of compliance with the Open Meetings Law

Staff reported that the meeting agenda was properly noticed in compliance with the law.

4. Review of the Agenda

Item #9 was moved to accommodate staff.

5. Public Comment None

6. Tour of Fair Park Facility

Diestler showed maps of the Fair Park facility to the Committee.

7. Approval of the January 7, 2015 Infrastructure Committee meeting minutes

Motion made by Kannard; Second by Kelly to approve the January 7, 2015 Infrastructure Committee meeting minutes as presented. (Ayes -All) Motion Carried.

8. Communications

- Highway Construction Budget Spreadsheet
- Project Status Facility Project

9. Discussion and possible action on Carnes Park East, Driveway Engineering and Parking Lot bids

A copy of the bid tabulations was provided for the committee to review. Weismann explained that an RFP was done for driveway engineering and parking lot bids. A total of nine bids were submitted. Staff and the Parks Committee recommend RA Smith National in the amount of \$13,150. The two low bidders had no experience in park trailhead work or park planning and their bid package was incomplete.

Motion made by Kannard; Second by Kelly to accept the bid from RA Smith in the amount of \$13,150. (Ayes-All) motion carried.

10. Update on new highway facility

A project status update and budget spreadsheet was provided for the committee to review. Raykowski went over the progress, upcoming construction activities and budget with the committee and responded to questions. A permit will have to be obtained from the City of Jefferson for signage. No action taken.

11. Update on old highway facility site

Wehmeier explained that The SIGMA group has started work on Phase I of the study and also completed site work to identify any environmental issues that may need to be addressed. Lab results from the soil tests should be back this week. A final report will be provided for the committee to review. No action taken.

12. Discussion and possible action on Resolution "Establishing policy for commemorative personal recognition signs or plaques on county property" referred from Administration and Rules Committee"

Wehmeier explained that this topic was discussed by the Administration & Rules Committee at the request of Supervisor Jaeckel. Staff did some historical research and found a previous resolution that was taken to the County Board and referred back to the Infrastructure Committee for review. No action was ever taken on this resolution. The committee discussed whether or not plaques should be allowed for individuals or companies that have donated funds to the project and also whether or not a plaque would be appropriate to recognize public officials. Christensen suggested that plaques could be engraved with wording that

includes the building dedication date, made possible by residents of Jefferson County through Resolution No.____. He felt that this would provide enough information for people who are interested in the historical aspect of the dedication. At this time, the committee feels that there is no need for a formal policy. And will discuss these if they come up on a case by case basis. No action taken.

13. Central Services Financial Report

A financial report was provided for the committee to review. No action taken.

14. MIS Financial Report

A financial report was provided for the committee to review. No action taken.

15. Potential items for the Committee's next meeting

- Approval of the February 5, 2015 Infrastructure Committee minutes
- Update on new highway facility
- Update on the old highway facility

16. Set next meeting date:

- Wednesday, March 4, 2015 at
The Highway Committee will meet at 8:00 a.m. The Infrastructure Committee will meet at 9:00 a.m. followed by joint meeting at 10:00 a.m.

17. Adjourn

Kannard made a motion to adjourn; Second by Kelly at 11:11 a.m. Ayes – All (Motion Carried)

18. Site visit to the Highway Facility Project – 1425 S. Wisconsin Drive - Jefferson