

**Joint Meeting
Infrastructure Committee
Highway Committee**

AGENDA

Jefferson County Courthouse
311 S. Center Avenue, Room 203
Jefferson WI 53549

Monday, February 1, 2016

8:00 a.m.

Infrastructure Committee Members

Greg David, Richard Jones - Chair, John Kannard, Mike Kelly, Russell Kutz

Highway Committee Members

Ron Buchanan, Walt Christensen, Al Counsell, George Jaeckel – Chair, Don Reese

1. Call to order
2. Roll call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment
(Members of the public who wish to address the committee on a specific agenda items must register their request at this time)
6. Approval of the March 4th, 2015 Joint Committee meeting minutes
7. Communications
8. Discussion and Possible Action on Soliciting Bids for Satellite Shop
9. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body,
including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.

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

Wednesday, March 4, 2015

The Jefferson County Highway Committee and Infrastructure Committee met on Wednesday, March 4, 2015 at 9:55 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; Walt Christensen; Richard Jones; Russell Kutz; Greg David; John Kannard; Mike Kelly; Al Counsell; Carlton Zentner

Members Absent: None

Also Present: William Kern, Highway Commissioner
Jim Schroeder, County Board Chairperson
Ben Wehmeier, County Administrator
Ann Jenswold, Highway Department
Erik Coonen, Highway Department
Greg Winter, Highway Department
Amy Smith, Daily Jefferson County Union
Chris Raykowski, Sigma
Timothy Wimmer, Sigma

Purpose of the meeting was to discuss and take possible action on the Highway Department Satellite Shops.

PUBLIC COMMENT

- NONE

HIGHWAY & INFRASTRUCTURE COMMITTEE MINUTES: The minutes from the December 8, 2014 Highway Committee/Infrastructure Committee joint meeting, having been distributed in advance, it was moved by Mr. David and seconded by Mr. Kannard from the Infrastructure Committee to approve the minutes as printed. Motion Carried. It was moved by Mr. Buchanan and seconded by Mr. Christensen from the Highway Committee to approve the minutes as printed. Motion Carried.

7. Communications

- None

8. Discussion and possible action on Highway Satellite Shops

Highway Commissioner Kern gave a review of information on the current Highway Satellite Shops, located in Lake Mills, Concord, Waterloo, Ixonia, and Palmyra. He discussed the age and condition of each shop. He explained how current snow plow routes were designed in correlation to the layout of the County, as well as salt usage and storage for these routes. Kern then discussed the locations for the proposed new Satellite Shops for Lake Mills and Concord. He stated that the five current shops would

be consolidated by the construction of two new shops. The current shops would be sold. A slide presentation was shown and discussed. One slide addressed the question: "Why Build Satellite Shops?" Reduce critical response time for winter maintenance and emergency response; Less manpower is needed for winter maintenance; Plow routes can be configured to minimize overlap; Utilization of employees that work near the satellite facilities further reduces the response time; allow better options for plow route consolidations with WisDOT; Truck/trailers can also be stored for emergency response; Emergency traffic control devices can be stored for quicker response; Sites can be utilized for secure storage for highway maintenance materials and equipment; Crews can be run out of the satellite sites for various general maintenance operations; Sites can be utilized for breaks/bathroom stops and as fueling sites for outlying projects.

The number of satellite facilities in other counties were compared and discussed, as well as number of employees at the satellite shops.

There was a discussion on what type of building to build, and the costs associated to building a 12,500 sq. foot, with a \$590,000 subtotal versus a 15,000 sq. foot building with a \$690,000 subtotal.

Satellite Shops Key Events: County bought Lake Mills site for \$353,000; Original Barrientos budget - \$1.4-1.5 million each; Concept included in Main Facility; 2015 budget included \$750,000 for each

Concord – Operational Cost: 19 miles one-way from main facility; 25-30 min travel time; Reduce overlap plow routes – 150 – 200 miles per snow event – savings \$14,000; Total savings from project and winter maintenance - \$30,000.

Lake Mills – Operational Cost: 11 miles one-way from main facility; 20-25 min travel time; Reduce overlap plow routes – 90 miles per snow event – savings \$8,000; Total savings from project and winter maintenance - \$20,000.

Overall Cost: \$15.25 million Main facility (includes wash); \$1.2 million Satellite Projects; \$950,000 reimbursement for clean up; Total \$17.4 million.

The Committees' questions and concerns were addressed by Administrator Wehmeier and Commissioner Kern.

It was moved by Mr. Buchanan and seconded by Mr. Christensen, from the Highway Committee, to move forward with the 12,500 sq. foot satellite facility plans in Lake Mills and Concord. AYES: Buchanan, Christensen, Jaeckel. NOES: Zentner, Counsell. Motion Carried.

It was moved by Mr. Jones and seconded by Mr. David, from the Infrastructure Committee, to move forward with the 12,500 sq. foot satellite facility plans in Lake Mills and Concord. AYES: Jones, David, Kelly, Kutz. NOES: Kannard. Motion Carried.

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

There was no meeting scheduled at this time.

The two committees recessed at 11.15 a.m. to tour the new Highway Department facility.

It was moved by Mr. Jaeckel and seconded by Mr. Christensen, from the Highway Committee, to adjourn at 12:02 p.m. Motion Carried.

It was moved by Mr. Jones and seconded by Mr. Kannard, from the Infrastructure Committee, to adjourn at 12:02 p.m. Motion Carried.

Approval:
