

**Jefferson County Board
Committee Minutes**

**March 12, 2013
Infrastructure Committee**

1. Call to order

Meeting called to order by Supervisor Reese at 1:00 p.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; Tammie Jaeger – Administrative Assistant-Confidential; Bill Kern – Highway Commissioner; Meg Kelly – High Meadow Farmer CSA Program; Supervisor Walt Christensen; Terri Palm-Kostroski – HR Director; Mark Miller – Maintenance Director.

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 February 19, 2013 Infrastructure Committee meeting minutes

Motion made by Supervisor Schultz; Second by Supervisor Kuhlman to approve the February 19, 2013 Infrastructure Committee meeting minutes as printed. Ayes-All (Motion Carried).

7. Communications

- High Meadow Farm – Community Supported Agriculture program brochure
- Asbestos Neshap Demolition Inspection Report – Delahey Industries, Inc.
- Information on Highway Department's Lake Mills satellite facility project

8. Discussion and possible action on establishing drop off site(s) for the Community Supported Agriculture (CSA) program deliveries.

Terri Palm explained that she sent a survey out to county employees and a lot of employees were interested in the CSA program. She also noted that there is a reimbursement available through our health insurance wellness program for participating in a CSA. There is in need for a drop off location for the county. Meg Kelly (High Meadow farm) explained to the committee how the program works and what kind of location would work best for the drop off site. The committee authorized a drop site at Human Services if needed. Terri talked about the possibility of partnering with the City of Jefferson and using city property for a drop off site. She will follow up with the City to see if this is still an option.

Motion made by Supervisor Reese; Second by Supervisor Kutz to allow a drop off site for the CSA program at Human Services. Ayes-All (Motion Carried).

9. Discussion and possible action on reconsideration of the Committee's February 19, 2013 motion to recommend to the County Board approval of an architectural and engineering contract with Barrientos Design for the final design and construction management of the Highway Department's Lake Mills satellite facility.

Phil Ristow provided information for the Committee to review. He went over the information and talked about the ordinance relating to issuing RFPs. He discussed the possible consequences of not putting the project out for bid. Gary Petre reviewed the reasoning behind the Highway Committee recommendation and resolution that is going to County Board. Bill Kern agreed that the recommendation was made with the best interest of the taxpayers in mind and to get the project completed. The Committee feels that they have an experienced engineering firm that has already completed much of the work and are comfortable contracting with Barrientos Design to complete the project. No action taken.

10. 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

Motion made by Supervisor Schultz; Second by Supervisor Jones to convene in closed session to discuss negotiations concerning the purchase of public property and conferring with legal counsel. Roll Call Vote was taken – Ayes All (Motion Carried)

11. Reconvene in open session to take possible action on any items discussed in closed session

Motion made by Supervisor Kuhlman; Second by Supervisor Jones to reconvene in open session to take possible action on item discussed in closed session at 2:13 p.m. Ayes-All (Motion Carried). No action was taken on any items discussed in closed session.

12. Potential items for the Committee's next meeting

- Approval of the March 12, 2013 Committee meeting minutes
- Discussion and possible action on the final environmental inspection report for former Countryside Home
- Status report on courthouse bathroom remodeling project
- Discussion and possible action on Sheriff Annex Building construction project
- Discussion and possible action on advantages of construction management contracts
- Review committee meeting schedule
- Discussion and possible action on the purchase of the old Countryside Home property

13. Set tentative next committee meeting time and date: March 20, 2013 at 10:30 a.m.

14. Adjourn

Supervisor Schultz made a motion to adjourn; Second by Supervisor Kutz at 2:15 p.m. Ayes – All (Motion Carried).