

# Infrastructure Committee

## AGENDA

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

March 3, 2014

10:00 a.m.

### Committee Members

Richard Jones, Mike Kelly, Russell Kutz, Vice Chair, Don Reese, Chair, Dick Schultz, Secretary

1. Call to order
2. Roll call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment
6. Approval of the January 6, 2014 Infrastructure Committee meeting minutes
7. Discussion and possible action on recommendation of award for Precast Concrete Bids
8. Update on Highway Facility
9. Preview of 2014 Capital Projects
10. Update on Sheriff Annex
11. Discussion and possible action on the placement of a Law Enforcement K-9 Memorial on Courthouse property
12. Update on Demolition of Old Countryside
13. Potential items for the Committee's next meeting
14. Set tentative next committee meeting time and date (Possible date change: April 7<sup>th</sup>)
15. Adjourn

All meetings in Room 112 at 9:00 a.m. unless noted

The Committee may discuss and/or take action on any item specifically listed on the agenda

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

**Jefferson County Board  
Committee Minutes**

**January 6, 2014  
Infrastructure Committee**

1. **Call to order**  
Meeting was called to order by Supervisor Reese at 10:30 a.m.
2. **Roll call of Committee Members**  
Richard Jones, Mike Kelly, Russell Kutz, Don Reese and Dick Schultz.  
Others Present: Ben Wehmeier – County Administrator; John Molinaro – County Board Chairman; Tammie Jaeger – Administrative Secretary; Phil Ristow – Corporation Counsel; Bill Kern – Highway Commissioner; Rick Kuhlman, Watertown; Anthony Maas – Maas Bros; Chris Raykowski - The Sigma Group; Doug Beilke – Maas Bros; Lydia Statz, Reporter – Jefferson Daily Union.
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**  
Items 11 and 12 will be moved to accommodate those present.
5. **Public Comment**  
Rick Kuhlman spoke in support of using a Construction Manager and supported utilizing a local contractor to complete the highway facility project.
6. **Approval of the November 20, 2013 Infrastructure Committee meeting minutes**  
Motion made by Supervisor Schultz; Second by Supervisor Kutz to approve the November 20, 2013 Infrastructure Committee meeting minutes as printed. Ayes All (Motion Carried).
7. **Update on River's Edge and 705 S. Main Street**  
Ben Wehmeier explained that these two properties have been demolished and everything has been accepted by the City of Jefferson. All the paperwork was turned in timely for the grant. No action taken.
8. **Update on Sheriff Annex**  
Ben Wehmeier said that the Sheriff Annex project is 99% complete. It should be fully completed by the end of the month. The contractor was really great to work with and everyone is happy with the results. No action taken.
9. **Update on Demolition of Old Countryside**  
Ben Wehmeier explained that staff met with the MRD Group. There have been some issues with safety compliance and weather so the project is behind. The MRD Group gave us a new completion date of March 7<sup>th</sup>. Phil explained that the current contract with MRD doesn't address weather issues and that the timeline isn't critical to the County at this point. No action taken.
10. **Update on Highway Facility**  
Ben Wehmeier gave an update on the highway facility. Staff met with the City of Jefferson Plan Commission and received unanimous approval. There will be other minor issues to discuss with the Plan Commission in the future. No action taken.
11. **Overview of Courthouse Security Camera System Plan – 2014**  
Ben explained that the Courthouse Security Facilities Committee discussed the camera system plan at their last meeting. The goal is to have compatible security camera systems throughout the courthouse and the courtrooms. There are funds in the budget to cover the cost.
12. **Discussion and possible action for the installation of video conferencing equipment in Branch I**  
Roland Welsch provided video conferencing quotes for the committee to review. The following quotes were received: AT&T \$94,249, SHI \$96,624 and SKC Smart Communications \$85,826. The SKC Smart Communication's bid does not include enough programming charges for changing the programming code to be compatible with our other systems. In addition, there is also wiring that needs to be completed to complete this project. Roland explained that each courtroom will be set up identical so that staff is familiar with all of the equipment. Roland and the Clerk of Courts recommend AT&T. This would give us the local technical support that we currently have and the vendor would be the same for all of our video conferencing equipment. Staff will negotiate with AT&T to get a better installation price.

Motion made by Supervisor Jones; Second by Supervisor Schultz to accept the bid from AT&T in an amount not to exceed \$94,249 for video conferencing equipment giving staff authority to negotiate with AT&T for a lower installation bid. (Ayes-All) Motion Carried.

**13. Discussion and possible action amending contract with Symbiont**

Currently Symbiont is contracted through February 7th. Because of issues with safety compliance and weather the demolition project is behind. Staff feels that it is very important to keep Symbiont onsite longer to supervise the remainder of the demolition work. Funds are available to cover the additional cost for extending Symbiont's contract.

Motion made by Supervisor Jones; Second by Supervisor Schultz to authorize an additional \$24,900 to extend Symbiont's contract. (Ayes-All) Motion Carried.

**14. Discussion and possible action to recommend selection of Construction Manager for Highway Facility**

Quotes were provided for the committee to review. The following quotes were received: Maas Bros \$618,000, Camosy \$807,642, Anderson Ashton \$881,399, CG Schmidt \$1,041,963, and Miron \$1,282,588. Maas Bros, Camosy and Anderson Ashton were interviewed by staff to ensure that accurate comparisons were done. Staff recommends hiring Maas Bros Construction for this project. They have many good references.

Motion made by Supervisor Schultz; Second by Supervisor Jones to accept the bid from Maas Bros Construction as presented and recommended by staff for the highway facility construction manager. (Ayes-All) Motion Carried.

**15. Potential items for future Committee meetings**

- Approval of the January 6, 2014 Committee meeting minutes
- Update on Sheriff Annex Building
- Status report on the courthouse security entrance project
- Discussion and possible action on new county highway facility
- Approval of Highway Facility Bid Packages

**16. Set tentative next committee meeting time and date:**

The February meeting was canceled. The next meeting is scheduled for March 3, 2014 at 10:00 a.m.

Future meeting schedule: April 2, 2014, May 7, 2014, June 4, 2014, July 2, 2014, August 6, 2014, September 3, 2014, October 1, 2014, November 5, 2014, December 3, 2014. (9:00 am.)

**17. Adjourn**

Supervisor Schultz made a motion to adjourn; Second by Supervisor Kutz at 11:38 a.m. Ayes – All (Motion Carried).