

**WAUPACA COUNTY HIGHWAY
SPECIAL BUILDING COMMITTEE**

January 2, 2018

Chair Dick Koeppen called the meeting to order at 10:00 a.m. and confirmed the open meeting law requirements were met.

Roll Call: Chair Dick Koeppen, Supr. Flease, Federwitz, Jonely, Penney, Johnson, Sorensen and Hwy. Commissioner Casey Beyersdorf, County Clerk Jill Lodewegen, Finance Director Heidi Dombrowski, Corporation Counsel Diane L. Meulemans, IT Director Brent Wyland, and Highway Accountant/Office Manager Kris Carlin. Others present: Supr. Craig, Highway Equipment and Facility Superintendant Mark Korth and Michael Hacker, Bray Architects and staff from Miron Construction.

Review and approve agenda – Motion: Supr. Flease moved and Supr. Jonely seconded the motion to approve the agenda. Motion carried without a negative vote.

Review and approve minutes – December 18, 2017. **Motion:** Supr. Federwitz moved and Supr. Johnson seconded the motion to approve the previous minutes. Motion carried without a negative vote.

Public Comment - None

Highway Commissioner Casey Beyersdorf and Bray Architects Michael Hacker introduced the Construction Manager team from Miron Construction. Corporation Counsel Meulemans noted that the contract was in the process of being reviewed with a possible completion in 10 days.

Bray presented an updated Organization and Structure sheet of the core team who will bring information back to this committee. Chair Koeppen noted that Finance Director Heidi Dombrowski should be on that team as well. **Motion:** Supr. Federwitz moved and Supr. Sorensen seconded that Finance director Heidi Dombrowski be added to the core planning team as appropriate for financial discussions. Motion carried without a negative vote.

Casey and Michael then provided a Bray Team information sheet, a mockup of the progress report they will provide each month to the county board and a draft production schedule. The committee asked questions related to the schedule and the bond vote, the contingency fund, and staff functions. They also noted that Casey would introduce Miron Construction to the full County Board at the February 20 meeting and that would be the first date the progress report would be given out.

Regarding the annexation status, they noted that they had tentatively schedule a January 11 meeting with the city.

The committee set the next meeting for Thursday April 19 at 10 a.m.

Adjourn: Motion: Supr. Johnson moved and Supr. Flease seconded the motion to adjourn the meeting at 11:00 a.m. The motion carried the meeting was declared adjourned.

Jill Lodewegen
County Clerk