

**WAUPACA COUNTY HIGHWAY
SPECIAL BUILDING COMMITTEE**

December 6, 2017

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. Fleese, Federwitz, Jonely, Penney, Johnson, Barrington, Sorensen and Hwy. Commissioner Casey Beyersdorf, County Clerk Jill Lodewegen, Corporation Counsel Diane L. Meulemans, IT Director Brent Wyland, and Highway Accountant/Office Manager Kris Carlin. Others present: Supr. Craig, and Nygaard, Mandy Welch, Human Resource Director/Administrator Coordinator and Michael Hacker, Bray Architects.

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

Review and approve minutes – November 15, 2017. **Motion:** Supr. Jonely moved and Supr. Fleese seconded the motion to approve the previous minutes. Motion carried without a negative vote.

Public Comment - Supr. Nygaard noted that he had attended a Town of St. Lawrence meeting and passed on their support for the new Highway Facility.

Highway Commissioner Casey Beyersdorf and Bray Architects Michael Hacker presented 5 application booklets for Construction Managers. They noted that all applicants had their information in electronically by the deadline date as well as all but Scherrer Construction Co., Inc. had hard copies to the Highway Department by the deadline. Casey asked permission to still accept the hard copy from Scherrer due to the proof of shipping and attempt to deliver on time provided by UPS. **Motion:** Supr. Barrington moved and Supr. Federwitz seconded the motion to accept the application from Scherrer for review. Motion carried without a negative vote.

Michael then presented a worksheet which is on file with these minutes which outlined annual construction volume, percentage industrial/maintenance contracts, bond capacity, similar project experience and self-performed work/trades for the committee to review. The committee reviewed and discussed all applications. **Motion:** Supr. Barrington moved and Supr. Jonely seconded the motion to interview Boldt, CD Smith and Miron. Motion carried without a negative vote.

Michael noted that he would contact each to set up the interviews for December 18. The committee would then discuss after interviews are complete and make a selection that day. Casey then provided an update on other project activities including annexation and state salt shed.

The committee set a meeting for Tuesday January 2 at 10 a.m. to have a kickoff meeting with the selected applicant.

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

Jill Lodewegen
County Clerk