



## MINUTES

### Eau Claire County • Committee on Highway Wednesday, May 05, 2021 - 2:00p.m. Virtual Online Meeting

Highway Members Present: Chair Jim Dunning, Vice Chair Ray Henning, Supervisor Judy Gatlin, Supervisor Colleen Bates, Supervisor Gerald Wilkie, Supervisor Robin Leary

Staff/Other Present: Administrator Kathryn Shauf, Highway Commissioner Jon Johnson, Assistant Highway Commissioner Brian Spilde, Facilities Director Matt Theisen, Finance Director Norb Kirk, Risk Analyst Sonja Leenhouts, Administrative Associate Rachael Bien

- 1. Meeting called to order by Chair Dunning at 2:00 p.m.** Meeting confirmed.
- 2. Review/Approval of Past Minutes (04/07/2021)** Minutes of the April 7, 2021 meeting reviewed and approved. Motion to accept minutes Supervisor Bates, Supervisor Leary 2<sup>nd</sup>. Motion Carried 6-0
- 3. Public Comment** - Bob Sworski from CBS Squared, Kasey Lemke Market & Johnson
- 4. Tour Updates**– Reviewed photos from touring Jefferson and Sheboygan County Highway Departments. Discussed pro and cons on both facilities.
- 5. Design Process Schedule & Updates – Discussion** - Bob Sworski from CBS Squared spoke on the following: Overview and deadlines. Design needs the footprint to be locked in. Kasey Lemke from Market and Johnson reviewed the timeline for the project
- 6. Financial Update - Discussion-** Kasey Lemke reviewed a financial side by side comparison from 2018 to 2021. Cost has increase from square footage, building and material costs, and MOW kitchen. Matt Thiesen reviewed Highway facility project options to possibly cut funds. Supervisor Leary suggested to meet with Finance and Budget prior to our next meeting
- 7. New Property Purchase - Discussion-** Purchase is complete and deed is on file.
- 8. Altoona Highway Property – Discussion-** City of Altoona is in the process of drafting an offer to purchase the Highway Department

**9. Meeting adjourned by Chairman Dunning at 3:39 p.m.**

**10. Future Meeting:** May 13, 2021 at 2:00 p.m.  
June 02,2021 at 2:00 p.m.

Respectfully submitted,  
**Rachael Bien** Administrative Associate  
Eau Claire County Highway Department  
Approved 05-13-2021