

## **AGENDA**

Eau Claire County

- *Highway Building Committee* •

**Date:** June 2, 2021

**Time:** 2:00 p.m.

**Location:** *WebEx Teleconference: To join by phone call 1-415-655-0001*

*Meeting number access code: 145 905 3872*

*Meeting password: P9pTS4M7gAP*

<https://eau Claire County.webex.com/eau Claire County/j.php?MTID=m9200b8e4f6429f18f547edf1662f89b7>

For those wishing to make public or a written comment, you must e-mail **ecchwy@co.eau-claire.wi.us** at least **30 minutes prior to the start of the meeting.**

You will be called on during the public session to make your comments.

*\*Please mute personal devices upon entry*

1. Call to Order and confirmation of meeting notice
2. Review/Approval of Past Minutes (05/13, 5/17, 5/18) – Discussion/Action
3. Public Comment
4. Highway Design Update– Discussion
5. Meals on Wheels Update – Discussion
6. Schedule Update – Discussion
7. Adjourn

Prepared by:

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-4710 (FAX) 839-1669 or (TDD) 839-4735 or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Ave., Eau Claire, Wisconsin 54703



## MINUTES

### Eau Claire County • Committee on Highway Wednesday, May 13, 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, Supervisor Smiar

Staff/Other Present: Administrator Kathryn Shauf, Highway Commissioner Jon Johnson, Assistant Highway Commissioner Brian Spilde, Facilities Director Matt Theisen, Corporation Counsel, Planning & Development Director Rod Eslinger, 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 (05/05/2021)** Minutes of the April 7, 2021 meeting reviewed and approved. Motion to accept minutes Supervisor Bates, Supervisor Henning 2<sup>nd</sup>. Motion Carried 5-0
3. **Public Comment** – No Public Comment
4. **Design Update by CBS Squared- Discussion**– Bob Sworski from CBS squared discussed the Site Map, Overall First Floor Plan, Admin Layout and Sustainable Concept Memo. Discussion only
5. **Budget Update by Market & Johnson – Discussion** – Kevin Dallas from Market & Johnson reviewed updated budget materials.
6. **Financial Update & Financing for Budget Adjustment – Discussion/Action-** Facilities Director Matt Theisen reviewed Design Cost Reduction materials. Finance Director Norb Kirk reviewed Highway Facility Project Summary. Corporate Counsel Tim Sullivan sent out Resolution and Fact Sheet for the Committee to review, If the budget increases by 10% then a budget amendment needs to be done. Supervisor Bates makes a motion to support the Resolution and Supervisor Gatlin 2<sup>nd</sup> Motion carried 5-1
7. **Meeting adjourned by Chairman Dunning at 3:42 p.m.**
8. **Future Meeting:** May 17, 2021 at 4:30 p.m.  
June 02,2021 at 2:00 p.m.

Respectfully submitted,  
**Rachael Bien** Administrative Associate  
Eau Claire County Highway Department

**JOINT AGENDA**  
Eau Claire County  
**Committee on Finance & Budget**  
**Highway Building Committee**  
Monday, May 17, 2021  
**4:30 p.m.**  
Webex Conference Call

**Committee on Finance & Budget Members present:** Supervisors Steve Chilson, Jim Dunning, Robin Leary, Stella Pagonis, Gerald Wilkie; Nick Smiar, ex-officio

**Highway Building Committee Members present:** Supervisors Colleen Bates, Jim Dunning, Judy Gatlin, Ray Henning, Robin Leary, Nick Smiar, Gerald Wilkie

**Staff present:** Norb Kirk, Finance Director; Amy Weiss, Senior Accounting Manager; Kathryn Schauf, County Administrator; Matt Theisen, Facilities Director; Sue McDonald, County Clerk; Jon Johnson, Highway Commissioner; Betsy Henck, ADRC; Tim Sullivan, Corporation Counsel; Linda Struck, Director ADRC; Ron Schmidt, DHS Deputy Director; Diane Cable, DHS Director; Vickie Gardner, DHS Fiscal Manager;

**Others present:** Ryan Patterson, Leader Telegram; Kasey Lemke;

Chair Pagonis called the Committee on Finance & Budget to order at 4:30 pm and confirmed compliance with open meetings law.

Chair Dunning called the Highway Building Committee meeting to order at 4:30 pm.

The committee clerk took roll call. Members of both committees present are indicated above.

No members of the public wished to speak.

Proposed Resolution 21-22/015 “Authorizing a Budget Amendment to Exceed the Amount of Expenditure for the New Highway Facility”

**Motion:** Leary rescind prior resolution and replace with revised resolution for reaffirmation of construction on highway facility, to meet 05.18.21 with exact wording

**Discussion:** The Committee on Finance & Budget believes the proposed resolution to be incomplete. Supervisor Bates spoke to the potential revenue options, including additional department grants and savings in other projects.

Supervisor Wilkie reviewed his proposed amendment to resolution 21-22/015. Line 6 needs to be updated to read \$32,753,000. He believes it is premature and hasty to do a budget amendment, at this time, and believes that a reaffirmation is all that is necessary.

Kathryn Schauf spoke to the necessity of a budget amendment. Tim spoke to budget amendments required under WI Stats. 65.90(5)(b). This increase is above 10% of the originally allocated amount, and so requires a budget amendment. Jon Johnson and Matt Theisen spoke on the original budget amount, and the adjustments to the facility design. There is concern that without a budget amendment, the county would not be able to continue with the design process or with preordering of materials. The current design is estimated to be greater than the budgeted amount, and without an increase to the building budget, the county will design and bid a building it cannot finish.

Supervisor Chilson would like to have detail on revenue sources. The county expects to look toward future reductions in capital bonding or ARPA funds to support other activities, then diverting other funds to the highway facility.

Both committees agreed to reconvene at 6:15 pm before the county board meeting on 05.18.21 to approve revised resolution.

The Highway Building Committee adjourned at 5:45 pm.

The Committee on Finance & Budget continued with their regular meeting agenda.

Amy Weiss  
Committee Clerk

**JOINT MINUTES**  
Eau Claire County  
**Committee on Finance & Budget**  
**Highway Building Committee**  
Monday, May 18, 2021  
**6:15 p.m.**  
Webex Conference Call

**Committee on Finance & Budget Members present:** Supervisors Jim Dunning, Robin Leary, Stella Pagonis, Gerald Wilkie; Nick Smiar, ex-officio

**Committee on Finance & Budget Members absent:** Supervisor Steve Chilson

**Highway Building Committee Members present:** Supervisors Colleen Bates, Jim Dunning, Ray Henning, Robin Leary, Nick Smiar, Gerald Wilkie

**Highway Building Committee Members absent:** Supervisor Judy Gatlin

**Staff present:** Norb Kirk, Finance Director; Amy Weiss, Senior Accounting Manager; Kathryn Schauf, County Administrator; Matt Theisen, Facilities Director; Jon Johnson, Highway Commissioner; Tim Sullivan, Corporation Counsel; Linda Struck, ADRC Director

Chair Pagonis called the Committee on Finance & Budget to order at 6:15 pm and confirmed compliance with open meetings law.

Chair Dunning called the Highway Building Committee meeting to order at 6:15 pm.

The committee clerk took roll call. Members of both committees present are indicated above.

No members of the public wished to speak.

Proposed Resolution 21-22/015 “Authorizing a Budget Amendment to Exceed the Amount of Expenditure for the New Highway Facility”

Motion: Leary moved to rescind original resolution that the Highway Building passed on 05.13; Henning second

Highway vote: 5-0

Motion: Wilkie moved to bring original resolution to F&B

Motion: Wilkie moved consider substitute resolution 21-22.015, subject to editorial change

Highway vote: 5-0

F&B vote: 4-0

Both committees adjourned at 6:25 pm.

Amy Weiss  
Committee Clerk