



## 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  
Approved 06/02/2021