



**MINUTES**  
**Eau Claire County • Highway Building Committee**  
**Wednesday, November 2, 2022 –10:00 a.m.**

Highway Members Present: Chair Jim Dunning, Supervisor Gerald Wilkie, Supervisor Robin Leary, Supervisor Judy Gatlin, Supervisor Smiar

Staff/Other Present: Facilities Director Matt Theisen, Highway Commissioner Jon Johnson, Brian Spilde, Finance Director Norb Kirk, Kevin Dallas, Kathryn Schauf, Sonja Leenhouts, Linda Struck, Cindy Solberg

- 1. Meeting called to order by Chair Dunning at 10:00 a.m.** Meeting confirmed.
- 2. Roll Call**
- 3. Review/Approval of Past Minutes.** Motion to accept minutes Supervisor Gatlin. Motion carried 5-0.
- 4. Public Comment –** No comment
- 5. Construction Schedule Update –** Kevin updated progress. Paving is happening right now first layer of asphalt is complete on site. Hopefully by next week all asphalt will be complete. Salt shed roof trusses going up. Cold storage walls are being erected. Main building interior painting, flooring (epoxy), overhead door install. The site is about 74% complete. ERV units and generator are still delayed but not any further at this time. Xcel completed natural gas and well drilling on #20 for geothermal is in process. Norb asked, when is salt being delivered? Jon replied in a couple of weeks. ADRC will move in beginning of January. Jon stated that Admin and Finance will move in the end of January. Field staff will move over some time in February. Kitchen equipment is arriving in about a week and half. Supervisor Dunning asked will facility be LEED certified? No, but following LEED guidelines.
- 6. Owner Purchased Items Update –** Matt informed committee regarding interior signs, estimated amount was \$7,400 state contract came in at \$7,353.92. Motion to approve Supervisor Smiar. Motion carried 5-0.
- 7. Financial Update—** Kevin presented the following change orders:
  - #22 Power to automatic doors for \$2,937.10. Meals on Wheels and main entrance of facility. Motion to approve Supervisor Leary. Motion carried. 5-0
  - #24 Add fencing between State Sign Shop and EC County property for \$7,851.44. Motion to approve Supervisor Smiar. Motion carried. 5-0
  - #25 Two post lift, bring under slab, concrete, underground for electrical for \$7,450.16 Motion to approve Supervisor Smiar. Motion carried. 5-0

#26 Quick couplings for air reels for \$873.53. Motion to approve Supervisor Gatlin. Motion carried 5-0.

#28 Added 20 feet of trench drain in wash bay for \$9,284.02. Motion to approve Supervisor Smiar. Motion carried 5-0.

#29 Furnish hoses for air reels for \$4,669.76. Motion to approve Supervisor Leary. Motion carried 5-0.

#30 Added 8 inches of base course where there will be heavy equipment for \$65,421.44. Motion to approve Supervisor Gatlin. Motion carried 5-0.

#31 Extend water line for irrigation for \$18,074.75. Motion to approve Supervisor Gatlin. Motion carried 5-0.

#32 Add ice maker in Drive Aisle for staff on work site for \$2,802.47. Motion to approve Supervisor Leary. Motion carried 5-0.

#33 Lighting changes at exterior canopy, wall pack lighting for \$237.39. Motion to approve Supervisor Smiar. Motion carried 5-0.

#34 Added breaker, to feed sub meter for \$3,045.00. Motion to approve Supervisor Smiar. Motion carried 5-0.

#35 Motion postponed until next meeting.

#39 Replace power washer venting with new exhaust duct for \$2,626.47. Motion to approve Supervisor Gatlin. Motion carried 5-0.

#40 Insulate duct for two dampers for \$4,186.67 Motion to approve Supervisor Leary. Motion carried 5-0.

#41 Fuel Island changes for above ground piping and canopy removal for a deduction of (\$145,095.89). Motion to approve Supervisor Smiar. Motion carried 5-0.

\$580,053.88 is available in the contingency fund after the approved change orders.

Supervisor Wilkie asked, if there is contingency left could we use to purchase adjoining property? Kathryn replied, would have to go to the county board for discussion and approval. Jon stated that there is interest in the property by a developer, we will have to extend water/sewer to across the driveway.

**8. Future meeting dates, times, and agenda items:** 12/07 and 01/04

Temporary reschedule of 01/04/23 meeting to 01/11/23, out at the new facility will discuss further at next meeting.

**9. Adjourn: 10:47 a.m.**

Respectfully submitted,

**Nancy Williams**  
Facilities Department