

BARRON COUNTY HIGHWAY FACILITY FINANCE COMMITTEE
Wednesday, August 30, 2023 – 1:30 p.m.
Government Center – Room 2151
335 East Monroe Avenue – Barron, Wisconsin 54812

AGENDA

1. Call to Order
2. Public Meeting Notification
3. Approve Agenda
4. Approve Minutes of 7-28-23, 7-31-23 and 8-16-23 Meetings
5. Public Comment
6. UPS Battery Purchase - \$7,818.00
7. Attolles Law Bill
8. CM Update
9. Approval of Change Orders
10. Approve Pay Applications
11. Highway Facility Project Financials & Cash Flow
12. Future Agenda Items
13. Set Next Meeting Date
14. Adjourn

cc: Olson, Nelson, Buchanan, Okey, Kaiser, Gores, French, Busch, webmaster & 3 public postings

Any person who has a qualifying disability under the Americans with Disabilities Act and requires the meeting or materials at the meeting to be in an accessible format must contact the County Clerk's office at 715-537-6200 at least 24 hours prior to the meeting so that arrangements can be made to accommodate your request.

Barron County Highway Facility Finance Committee
Government Center – Room 2151
335 E Monroe Ave
Barron, WI 54812
July 28, 2023 Minutes – 9:00 a.m.

Committee Members Attended in Person: Jeff French, Louie Okey, Pete Olson, Jim Gores, Stan Buchanan, Jodi Busch

Committee Members Absent: Mark Servi, MAK Kaiser

Staff Present: John Muench

Others Present Virtually: Matt Thome from Attolles Law

The Highway Facility Finance Committee was called to order at 9:00 a.m. by Chair Okey.

The public meeting notification was provided by French confirming compliance with open meeting requirements.

Approve the Agenda: Motion (Gores / Buchanan) to approve the agenda. All in favor. Carried.

Public Comment: None at this time.

Closed Session – Barron County Highway Facility update pertaining to a potential claim regarding certain costs incurred, discussion of contractual rights and responsibilities, review of potential resolutions and otherwise review of legal status in relation to project. Motion: (Olson / Gores) to go into closed session pursuant to Section 19.85(1)(e) for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons required a closed session and Section 19.85(1)(g) for conferring with legal counsel for the governmental body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved based upon the above description. To include all County Board Supervisors that are present in person, Finance Director Busch, County Administrator French, Corporation Counsel Muench, and Attorney Thome from Attolles Law. Carried with 6 yes, 0 No, and two absent.

Return to Open Session – Motion: (Olson / Buchanan) Carried.

No action taken in Open Session.

Adjournment: Adjourn by unanimous consent at 10:35 a.m.

Minutes Submitted by: Jodi Busch, Finance Director

Barron County Highway Facility Finance Committee
Government Center – Room 2151
335 E Monroe Ave
Barron, WI 54812
July 31, 2023 Minutes – 8:00 a.m.

Committee Members Attended in Person: Members of the Board Appointed Mediation Committee:
Louie Okey, Pete Olson, Stan Buchanan, Jodi Busch, MAK Kaiser

Committee Members Absent: None

Staff Present: John Muench

Others Present: Matt Thome from Attolles Law, Jim Kremer from Dewitt Law Firm, Sheryl Claflin, Chad Oster, Zach Elstran, John Beckfield, & Neil Bowe from CBS2

The Highway Facility Finance Committee was called to order at 8:00 a.m. by Chair Okey.

The public meeting notification was provided by Okey confirming compliance with open meeting requirements.

Approve the Agenda: Motion (Olson / Buchanan) to approve the agenda. All in favor. Carried.

Public Comment: None at this time.

Introductions were shared.

Closed Session – Barron County Highway Facility update pertaining to a potential claim regarding certain costs incurred, discussion of contractual rights and responsibilities, review of potential resolutions and otherwise review of legal status in relation to project and payment of additional bills, extra costs and extra charges. Motion: (Buchanan / Olson) to go into closed session pursuant to Section 19.85(1)(e) for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons required a closed session and Section 19.85(1)(g) for conferring with legal counsel for the governmental body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved based upon the above description and mediation. To include all County Board Supervisors present, Finance Director Busch, Corporation Counsel Muench, Equipment and Facility Manager Kaiser, Attorney Thome from Attolles Law, Attorney Kremer from DeWitt Law Firm and all representatives present from CBS2. Carried with 5 yes, 0 No, and two absent.

Attorney Kremer and all representatives of CBS2 left at 11:00 am

Return to Open Session – Motion: (Kaiser / Olson) All in favor. Carried.

Recommendation (Olson / Kaiser) to schedule a special session of the County Board of Supervisors pertaining to agenda item #6 on Monday, August 14, 2023 at 1:00 p.m.

Adjournment: Adjourn by unanimous consent at 11:07 a.m.

Minutes Submitted by: Jodi Busch, Finance Director

Barron County Highway Facility Finance Committee
Government Center – Room 2151
335 East Monroe Avenue
Barron, WI 54812
August 16, 2023 Minutes – 1:30pm

Committee Members Attended in Person: Stan Buchanan, Jim Gores, Louie Okey, Pete Olson, MAK Kaiser, Jodi Busch, Jeff French

Committee Members Absent: none.

Staff Present: Jennifer Holub

Others Present: Bob Schieffer, Todd Schieffer

Others Present Virtually: none.

The Highway Facility Finance Committee was called to order at 1:30pm by Chair Okey.

County Administrator French informed the Committee that the Public Notification requirements have been met.

Approve the Agenda: Motion: (Buchanan/Olson) to approve the agenda as presented. All in favor. Motion carried.

Approve Minutes of July 26, 2023 and July 28, 2023 meetings: Motion: (Busch/Gores) to approve the minutes of July 26, 2023. All in favor. Motion carried.

Public Comment: none.

Sound Proofing / Acoustical Panels for Crew Room: Kaiser received a quote from V&S Construction Services to install sound proofing and acoustical panels above the movable wall in the crew room in the amount of \$1,900.00. **(Olson/Kaiser)** to approve and pay for the installation after receipt of a direct invoice from V&S Construction Services. All in favor. Motion carried.

Concrete around Manholes in Heated Storage Building: Kaiser talked with Hooper; Hooper is in agreement to cover the cost and to perform the work of removing existing concrete, resetting, grouting and pouring the concrete to get the manhole issues corrected. No action taken.

Catch Basins in Heated Storage – Hooper: Kaiser talked with Hooper; Hooper is in agreement to cover the cost and to perform the work of removing existing concrete, resetting, grouting and pouring the concrete to get the catch basin issues corrected. No action taken.

Hooper Surety Bond: Busch received a request from Surety regarding the status of Hooper's work. Committee consensus was to have Busch and Kaiser work together to complete the request. No action taken.

V&S Construction – Disputed Change Orders: Busch discussed two previously approved change orders in the amount of \$31,510.00 (approved 7/20/23) and \$37,660.00 (approved 7/26/23). The backup documentation for both change orders were similar and believes these to be duplicates. V&S Construction Services indicates they've never seen the change orders and had never been told they would be back charged but agrees that they appear to be duplicates of each other. Discussion was made with V&S Construction Services regarding the work they performed, the issues they encountered, and the direction they received. **Motion: (Olson/Buchanan)** to

not apply the credits against V&S Construction Services in the amount of \$36,175.00, leaving \$1,485.00 as a credit charged back against them. All in favor. Motion carried. **Motion: (Buchanan/Busch)** void change orders #019 and #020 for V&S Construction Services. All in favor. Motion carried. Discussion was made regarding how the allowances were handled with V&S Construction Services. V&S Construction Services will look into the breakdown on their end and get back to the Committee.

CM Transition Update: Kaiser indicated everything appears to be going well with contractor coordination and communication. He has a meeting set with all contractors for next week. Busch indicated a memo has been sent to all contractors notifying them of the changes. She is reviewing files and getting acquainted with contractors. Discussion was made regarding the canopies over the mechanic doors. Kaiser has started going through the punch list line by line and will continue to work through it. No action taken.

Approval of Change Orders:

- **Update on Track Rail:** Busch indicated these were put back in Barron County's court and we will need to sell them on Wisconsin Surplus. CBS Squared is supposed to send us an email regarding the value of the track rail.
- **Update on Sale of Treated Wood:** Busch indicated these were put these back in Barron County's court and we will need to sell them on Wisconsin Surplus. CBS Squared is supposed to send us an email regarding the value of the treated wood.
- **JF Ahern #002:** Busch indicated this was started by CBS Squared and it's for fire suppression in the amount of \$29,957.00 plus an additional rise in material prices in the amount of \$4,253.00. The 7/12/23 minutes only reflected an approval of the \$29,957.00. **Motion: (Busch/Kaiser)** to pay change order #002 to JF Ahern in the amount of \$4,253.00. All in favor. Motion carried.
- **Huffcutt Concrete #003:** Discussion. **Motion: (Olson/Kaiser)** to approve change order #003 to Huffcutt Concrete in the amount of \$8,500.00, which was previously paid. All in favor. Motion carried.
- **Huffcutt Concrete #005:** Discussion. **Motion: (Buchanan/Kaiser)** to approve change order and pay \$10,000.00 to Huffcutt Concrete. All in favor. Motion carried.
- **Huffcutt Concrete #006:** Discussion. **Motion: (Olson/Gores)** to void the previously approved change order for a charge back to Huffcutt Concrete in the amount of (\$9,760.00). All in favor. Motion carried.
- **Huffcutt Concrete #007:** Discussion. **Motion: (Olson/Gores)** to void the previously approved change order for a charge back to Huffcutt Concrete in the amount of (\$6,035.00). All in favor. Motion carried.
- **Huffcutt Concrete #008:** Discussion. **Motion: (Olson/Gores)** to void the previously approved change order for a charge back to Huffcutt Concrete in the amount of (\$2,881.26). All in favor. Motion carried.

Approve Pay Applications:

- **Jim Larsen Electronics:** Discussion. **Motion: (Olson/Kaiser)** to pay Jim Larsen Electronics in the amount of \$7,906.52 for time and materials for door swipes and cameras. All in favor. Motion carried.
- **CBS Squared #12092:** No action taken.
- **Berghammer Builders #10:** Discussion. **Motion: (Busch/Buchanan)** to pay Berghammer Builders in the amount of \$100,890.00 for metal building masonry. All in favor. Motion carried.
- **JF Ahern #19:** Discussion. **Motion: (Olson/Buchanan)** to pay JF Ahern in the amount of \$52,913.10 for fire suppression. All in favor. Motion carried.

- **Huffcutt Concrete #11:** Discussion. **Motion: (Busch/Gores)** to pay Huffcutt Concrete in the amount of \$180,467.89 for work completed. All in favor. Motion carried.
- **V&S Construction Services #22:** Discussion. **Motion: (Busch/Olson)** to pay V&S Construction Services in the amount of \$40,373.10 for general construction services. All in favor. Motion carried.

Highway Facility Project Financials and Cash Flow: nothing at this time.

Future Agenda Items: door locks and location signs, main entry repair, canopies over mechanic doors, approval of the July 28th, July 31st, and August 16th meeting minutes

Set Next Meeting Date: August 30, 2023 at 1:30pm.

Closed Session: not needed.

Adjourn: adjourned by unanimous consent at 3:31pm.

Minutes Submitted by:

Jennifer Holub, Account Technician