MEETING NOTICE AND AGENDA
Highway Shop Sub Committee Meeting

Date: Feb 28th, 2025
Time: 8:00 A.M.
Place: County Highway Dept, Conference Rm

1. Call to order
2. Roll Call
3. Meeting Properly Noticed
4. Adoption of Agenda & Approval of Minutes from January 17th, 2025
5. Public Comments (maximum 3 minutes per appearance)
6. Report and Update from Marty Treml, Commissioner on findings of RFP Panel
7. Request Approval for Design RFP Funding Request from County Board
8. Any other business as allowed by law
9. Next meeting dates
10. Adjournment

Please call (920) 388-7164 if you require reasonable accommodations due to a disability to participate in this meeting.

You should attend this meeting if a matter important to you on this agenda because it is possible members of the Kewaunee County Board of Supervisors or other standing committees will be present to listen, observe, and participate in the meeting. The committees of the Board include Finance & Public Property, Public Health and Veterans, UW-Extension, Land and Water, Public Safety and Justice, Highway and Solid Waste, Parks, Promotion and Maintenance, and Executive. The Board or any other committee will take no action if majorities of the Board or any of its other committees happen to be present.

MEETING MINUTES
Highway Shop Sub Committee Meeting

Date: Jan 17th, 2025
Time: 8:00 A.M.
Place: County Admin Building, Conference Rm

Call to Order: Chair Olson called the meeting to order at 8:01 a.m.

Roll Call: Members Present – Supervisor Browne, Supervisor Lukes. Supervisor Paape. Members Excused – Supervisor Vollenweider.

Others Present: Supervisor Swagel, Commissioner Treml, Supervisor Shelton, Administrator Kral

Adoption of Agenda and Approval of Minutes: Supervisor Paape, made a motion to adopt today's agenda and approve the minutes from June 7, 2024. Seconded by Supervisor Lukes. Motion carried unanimously.

Public Comments: None

Reports:
Highway Commissioner Treml outlined talks that the County has had with Marathon County on similar projects and the RFP process that they use when doing building projects. He then outlined the process to take this project through all the steps needed for completion and the legal process for the contracts. Finally, he presented the Design RFP draft to the board which was the next step in the project.

Motion: Supervisor Lukes , made a motion to approve a request for a design RFP package. Seconded by Supervisor Paape. Motion carried unanimously.

Bids Due: 10 Feb 25 at 10:00 am

Selection Panel: 14 Feb 25 at 8:00 am

Interview (If Needed): 17 Feb 25 TBD

Any other business as allowed by law: None

Next Meeting: 8:00 am, February 28th, 2025

Adjournment: Supervisors Paape moved, Supervisor Lukes seconded to adjourn. Motion carried. Meeting adjourned at 8:32 a.m.

Minutes respectfully submitted by Marty Treml, Kewaunee County Highway Commissioner.