

Kewaunee County  
HIGHWAY SHOP BUILDING STUDY COMMITTEE

Minutes

February 3, 2023

County Highway Department Main Shop, E4280 CTH F, Kewaunee, WI 54216

1. **Call to Order:** The meeting was called to order at 9:20 AM
  
2. **Roll Call:** Committee members present included: Dan Olson, Gary Paape, Joe Lukes, Jeff Vollenweider, Scott Browne. Staff present were County Administrator Scott Feldt and Highway Commissioner Todd Every. Guest included Norman Barrientos and Isabel Jardis from Barrientos Design and Consulting
  
3. **Approval of February 3, 2023 Agenda:** Motion by Jeff Vollenweider to approve the meeting agenda. Seconded by Joe Lukes. Motion carried unanimously.
  
4. **Approval of November 11, 2022 Minutes:** Motion by Jeff Vollenweider to approve the meeting agenda. Seconded by Joe Lukes. Motion carried unanimously.
  
5. **Discussion with Barrientos Design and Consulting:** Norman Barrientos and Isabel Jardis attended the meeting to present the main conclusions from the studies they have prepared to date. Deficiencies include:
  - Extremely cramped conditions in all garage and storage areas
  - No Fire Suppression Systems
  - Poorly insulated
  - Cracking walls and floor slabs
  - Hygiene issues in crew area
  - Plumbing and sewer problems
  - Numerous conditions non-code compliant
  - Administration addition poorly designed layout
  - Lack of surface drainage - flat site
  - Poor ventilation
  - Roof leakage
  - Deteriorating Storage Sheds
  - Acoustic privacy issues
  - Safety issues due to crowding
  - Privacy issues in crew quarters
  - Non-ADA compliant areas
  - Deteriorated asphalt and sinkholes
  - Septic system problems
  - Bedrock at grade

Discussion centered around the rising costs of construction, size of the spaces recommended, potential reduction of some spaces, material types, existing site vs. an alternative site, and phased construction.

Jeff Vollenweider made a motion to evaluate the Main Shop complex upgrades and potential additions at the current shop site. Seconded by Joe Lukes. Motion carried unanimously.

6. **Discussion of Next Steps:** The committee requested Barrientos Design and Consulting to present a scope of work to review the facility needs criteria established to date and seek to trim down the sizing and features of the Garage, develop a new concept floor plan that reflects a smaller building program, potential demolitions plans showing areas and systems to be taken down, and analyze the existing Garage architectural, structural, HVAC, electrical and plumbing systems in terms of a long-term re-use and repair.

The committee will review this scope of work at the next meeting.

7. **Next Meeting:** March 3, 2023 at 9:00 AM – Main Highway Shop
8. **Adjournment:** The meeting was adjourned at 11:05 AM.