

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.