



# Vernon County Highway Department

602 North Main Street  
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## Highway Committee Minutes Monday August 28, 2017

**Members Present:** JoAnn Nickelatti, Glenda Sullivan, Sherman Erlandson, Michael Leis and Dave Williams

**Members Absent:** none

**Others in attendance:** Commissioner Phil Hewitt, Gail Muller, Dennis Brault

**1. Call to order, JoAnn Nickelatti, Chair, presiding**

The meeting was called to order at 9:00 a.m. by Chairperson Nickelatti.

**2. Affirmation of proper public notice of meeting**

The meeting was properly noticed.

**3. Review and approve minutes of the August 10, 2017 meeting**

Motion by Leis, seconded by Sullivan, to approve the minutes of the August 10, 2017 meeting. Motion carried.

**4. Audience to visitors – none**

**5. Discussion and possible action on Request for Proposal-Construction Manager for Highway Shop**

– The committee interviewed three firms for Construction Manager for the proposed new highway shop – Fowler & Hammer, DBS Group, and Market & Johnson. After the interviews, the committee discussed each firm's qualifications and cost proposals. Motion by Leis, seconded by Erlandson, to choose Fowler & Hammer because their percentage fee was the lowest and because of their history of local work and local employees. Roll call vote, all aye. Motion carried.

**6. Review and approve 2018 Highway Budget**

Hewitt presented the 2018 Highway Budget for approval. The budget was prepared with a 0% increase as requested by the Finance Committee. Motion by Erlandson, seconded by Sullivan, to approve the budget. Motion carried.

**7. Review and approve vouchers for payment**

Motion by Leis, seconded by Williams, to approve the vouchers. Motion carried.



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**8. Commissioner's Report – Phil Hewitt – Non-action item**

- a. **Review building options** – Hewitt and the committee discussed different building options. Hewitt will present the options at the next meeting for approval.

**9. Set next meeting date**

Next regular meeting is scheduled for September 13<sup>th</sup> at 9:30 a.m. in the County Board room.

**10. Adjourn**

Motion by Erlandson, seconded by Williams, to adjourn. Motion carried.

Minutes submitted by Sue Conaway – Vernon County Highway Department