



POLK COUNTY, WISCONSIN

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Executive Committee

100 Polk County Plaza, Balsam Lake, Wisconsin

Polk County Government Center - County Board Room

Minutes of Executive Committee from Tuesday, July 17, 2018 at 2:00 p.m.

Committee Members present: Dean Johansen, Jay Luke, Brian Masters, John Bonneprise, and Chris Nelson.

Others present: Sharon Jorgenson, County Clerk; Jeff Fuge, Interim Administrator/Corporation Counsel; Andrea Jerrick, Deputy County Administrator; Emil Norby, Highway Commissioner; Debbie Peterson, Director Parks & Buildings; Tracy LaBlanc, Supervisor; members of the public, and member of the press.

Chairman Johansen called the meeting to order at 2:06 p.m.

Chairman Johansen called for motion to adopt the agenda. **Motion** (Luke/Bonneprise) to adopt the July 17, 2018 agenda as published. Chairman Johansen called for a voice vote on the motion to adopt the agenda. **Motion** carried by unanimous voice vote.

Chairman Johansen called for motion to adopt the June 12, 2018 minutes of Executive Committee. **Motion** (Masters/Luke) to adopt the minutes of June 12, 2018 as published. **Motion** to adopt minutes as published carried by unanimous voice vote.

Time was given for public comment. No public comment was received.

Chairman Johansen declared that Item 6 on agenda: Update Concerning Development of Proposed Plan for Rebuild of Fairgrounds Grandstand would be addressed after public comment. Committee received information regarding Grandstand Proposals and options from Debbie Peterson, Director Parks & Buildings. Committee received information regarding various estimates from Dale Wood, representative from Fair Board. Chairman Johansen directed Fair Board to present detailed written plan(s) and costs for entire project with detail as to which costs Fair Board will cover at August 2018 County Board meeting. Committee requested that financing information and funding plan from Polk County be provided by Administration at the County Board meeting.

Recommendation concerning Resolution No. 64-18: Resolution to Amend Authorization for Contingency Expenditures of Highway Facility Improvement Project. Chairman Johansen called upon Interim Administrator Fuge to provide information to the Committee regarding resolution. Committee received updated change order tracking report from Deputy Administrator Jerrick. **Motion** (Nelson/Luke) to approve Resolution No. 64-18: Resolution to Amend Authorization for Contingency Expenditures of Highway Facility Improvement Project and recommend to County Board. Chairman Johansen called for a voice vote on the motion to approve and recommend Resolution No. 64-18 to the County Board for passage. **Motion** to approve and recommend Resolution No. 64-18 to the County Board carried by

unanimous voice vote.

Recommendation concerning Resolution No. 62-18: Resolution to Apply Main Contingency Funds for Improvements to Bishop Building (Building Two) for the Polk County Highway Garage Public Improvement Project. Chairman Johansen called upon Highway Commissioner Norby to provide information to the Committee regarding resolution. Resolution 62-18 will be amended at County Board meeting to include amount of \$1,051.00 on Lines 27 and 32.

Motion (Masters/Johansen) to approve Resolution No. 62-18: Resolution to Apply Main Contingency Funds for Improvements to Bishop Building (Building Two) for the Polk County Highway Garage Public Improvement Project t and recommend to County Board. Chairman Johansen called for a voice vote on the motion to approve and recommend Resolution No. 62-18 to the County Board for passage. **Motion** to approve and recommend Resolution No. 62-18 to the County Board carried by unanimous voice vote.

Recommendation concerning highway facility Bid Package 4, Resolution No. 63-18: Resolution to Award Construction Contracts for Highway Facility Project – Bid Package #4 (Low Voltage, Landscaping and Demolition of Existing Highway Shop). Chairman Johansen called upon Highway Commissioner Norby for information regarding Bid Package #4. **Motion** (Bonneprise/Luke) to approve low bids on Resolution No. 63-18: Resolution to Award Construction Contracts for Highway Facility Project – Bid Package #4 (Low Voltage, Landscaping and Demolition of Existing Highway Shop) and recommend to County Board. Chairman Johansen called for a voice vote on the motion to approve and recommend Resolution No. 63-18 to the County Board for passage. **Motion** to approve bid amounts and recommend Resolution No. 63-18 to the County Board carried by unanimous voice vote.

Chairman Johansen called for motion to convene in closed session at 2:55 p.m. **Motion (Masters/Bonneprise)** to convene in closed session for closed session items noted on agenda. Chairman Johansen called for a voice vote on said motion. **Motion** carried by unanimous voice vote.

Chairman Johansen called for a recess at 2:55 p.m. Chairman Johansen called meeting into closed session at 3:02 p.m.

***CLOSED SESSION* 3:02 p.m.** - (Minutes separate and under seal)

*Reconvened in Open Session at 4:18 p.m. *

Recommendation concerning Resolution No. 59-18: Resolution Concerning County Labor and Materials Used in Highway Facility Project. Chairman Johansen called upon Interim Administrator Fuge to provide information to the Committee regarding resolution. **Motion** Luke/Nelson to amend Resolution 59-18, striking the word “owner” on line 28 of resolution. Chairman Johansen called for a voice vote on said amendment. **Motion** to amend Resolution No. 59-18 carried by unanimous voice vote.

Motion (Luke/Nelson) to approve Resolution No. 59-18: Resolution Concerning County Labor and Materials Used in Highway Facility Project and recommend to County Board. Chairman Johansen called for a voice vote on the motion to approve and recommend Resolution No. 59-18 as amended to the

County Board for passage. **Motion** to approve and recommend Resolution No. 59-18 to the County Board as amended carried by unanimous voice vote.

Chairman Johansen declared meeting back in open session at 4:18 p.m.

Future meeting:

August 7, 2018

Chairman Johansen called for a motion to adjourn. **Motion** (Bonneprise/Johansen) to adjourn. **Motion** carried by unanimous voice vote. Chairman Johansen declared meeting adjourned at 4:20 p.m.

Respectfully submitted,

Sharon E. Jorgenson
County Clerk



POLK COUNTY, WISCONSIN

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Sharon Jorgenson, County Clerk
100 Polk Plaza, Suite 110, Balsam Lake, WI 54810
Phone (715) 485-9226 Email Sharon.Jorgenson@co.polk.wi.us

Agenda and Notice of Meeting
Polk County Executive Committee
Polk County Government Center, County Board Room
100 Polk County Plaza, Balsam Lake, Wisconsin
Tuesday, July 17, 2018 at 2:00 p.m.

A quorum of the County Board may be present.

Order of Business: (The Committee may take up any subject matter noticed herein at any time during the meeting regardless of the location of such subject matter on the meeting notice at the time of issuance.)

1. Call to Order
2. Adoption of the Agenda
3. Adoption of the Minutes of the June 12, 2018 meeting
4. Public Comments
5. Highway Facility Construction Project –
 - a. Receipt of Information and Discussion Concerning Progress of Construction Project
 - b. Recommendation on Resolutions
 - i. To Increase Authorization for Construction Contingency – Resolution No. 64-18: Resolution to Amend Authorization for Contingency Expenditures of Highway Facility Improvement Project
 - ii. Resolution No. 62-18: Resolution to Apply Main Facility Contingency Funds for Improvements to Bishop Building (Building Two) for the Polk County Highway Garage Public Improvement Project.
 - iii. Resolution No. 63-18: Resolution to Award Construction Contracts for Highway Facility Project – Bid Package #4 (Low Voltage, Landscaping and Demolition of existing Highway Shop)
 - iv. Ratification of Change Order Concerning Dirt Work at Highway Facility – Resolution 59-18: Resolution Concerning County Labor and Materials Used in Highway Facility Project
- Closed Session – 19.85(1)(g) for the purpose of receiving a legal opinion from Corporation Counsel which the County Board may adopt with respect to anticipated claims concerning the construction of the highway facility. Following said closed session, the committee may convene in open session or closed session on subject matters and purposes noticed on this agenda.
6. Update Concerning Development of Proposed Plan for Rebuild of Fairgrounds Grandstand
7. Concerning the Selection of County Administrator
 - a. Review Resumes/Applications for Position of County Administrator

Closed Session: Pursuant to Wisconsin Statute Sections 19.36 (10)(d) and 19.85(1)(c) and (e), the Committee may convene in closed session for the purpose of deliberating on and formulating recommendations to be provided to the County

Board of Supervisors concerning the employment and selection of the County Administrator. Any action of the committee on such matter will remain closed and or sealed, pursuant to Sections 19.36 (10)(d) and 19.85(1)(c) and (e), until the County Board of Supervisors takes action to finalize said employment offer and employment agreement.

Following said closed session, the Committee will reconvene in open session to consider and/act on any matter noticed herein, including reconvening in closed session as herein noticed.

8. Review of Performance of Interim County Administrator

Closed Session – Pursuant to Wisconsin Statute Section 19.36 (10)(d) and 19.85(1)(c), the committee may convene in closed session to develop recommendations concerning the performance of the Interim County Administrator.

Following said closed session, the Committee will reconvene in open session to consider and/act on any matter noticed herein, including reconvening in closed session as herein noticed.

9. Calendar: Next Meeting and Agenda Items

10. Adjourn

This meeting is open to the public according to Wisconsin Statute § 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.



POLK COUNTY, WISCONSIN

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Executive Committee

100 Polk County Plaza, Balsam Lake, Wisconsin

Polk County Government Center - County Board Room

Minutes of Executive Committee from Tuesday, June 12, 2018 at 4:00 p.m.

Committee Members present: Dean Johansen, Jay Luke, Brian Masters, John Bonneprise, and Chris Nelson.

Others present: Sharon Jorgenson, County Clerk; Jeff Fuge, Interim County Administrator; Andrea Jerrick, Deputy County Administrator; Debbie Peterson, Director of Parks & Buildings; Supervisor Tracy LaBlanc; members of the public and member of the press.

Chairman Johansen called the meeting to order at 4:05 p.m.

Chairman Johansen called for motion to adopt the agenda. **Motion** (Luke/Bonneprise) to adopt the June 12, 2018 agenda as published. Chairman Johansen called for a voice vote on the motion to adopt the agenda. **Motion** carried by unanimous voice vote.

Chairman Johansen called for motion to adopt May 10, 2018 minutes of Executive Committee. **Motion** (Masters/Luke) to adopt the minutes of May 10, 2018 as published. Chairman Johansen called for a voice vote on the motion to adopt the minutes as published. **Motion** to adopt minutes as published carried by unanimous voice vote.

Time was given for public comment. No public comment was received.

Overview of Committee Assigned Functions, Duties, and Responsibilities: Committee discussed assigned functions of Executive Committee.

Committee received information from Deputy Administrator Jerrick regarding change order costs on the Highway Building project including change order tracking sheets. Supervisor Nelson inquired as to whether sand and trucking costs would be tracked with other change order costs. Cost of sand used and trucking cost is tracked separately internally and does not appear on Market & Johnson tracking cost information per Deputy Administrator Jerrick. Chair Johansen asked that costs of sand and trucking be added to cost tracking information. Demolition of old highway building request for proposals will be released Thursday 6/14 by Market & Johnson with prebid meeting scheduled for 6/21, and demolition request for proposals due 6/28.

Committee received an update concerning the office of County Administrator from Deputy Administrator Jerrick. Public Administration Associates compiled input from meetings with Board and staff. Committee received a profile for County Administrator developed in prior years outlining desired characteristics in an administrator from Chairman Johansen. Position recruitment announcement for County Administrator position will go out this week. Applications for County Administrator are due July

9th. Executive Committee will review resumes/applications on July 13 in closed session with final selection of Administrator scheduled for end of August.

Recommendation concerning the plan of Fairgrounds grandstand replacement:

Chairman Johansen called upon Debbie Peterson for update regarding Grandstand replacement. Committee received information from Interim Administrator Fuge regarding meeting with Fair Society. Chairman Johansen called upon Fair Society representative, Dale Wood for information regarding Grandstand project design. Chairman Johansen asked fair representatives to bring proposed preliminary project plans/designs/ideas/costs should be presented to Debbie Peterson who will submit the plans to the City of St Croix Falls for approval. Proposed plan(s) will then be submitted to the Executive Committee for further consideration.

Future meeting:

Friday, July 13, 2018 with closed session to review resumes for County Administrator

Agenda Items for next meeting:

Review administrator resumes, Fair Grandstand project

Chairman Johansen called for a motion to adjourn. **Motion** (Bonneprise/Masters) to adjourn. **Motion** carried by unanimous voice vote. Chairman Johansen declared meeting adjourned at 4:37 p.m.

Respectfully submitted,

Sharon E. Jorgenson
Polk County Clerk

1 Resolution No. 64-18
2 Resolution to Amend Authorization for Contingency Expenditures of
3 Highway Facility Improvement Project

4 TO THE HONORABLE BOARD OF SUPERVISORS OF THE COUNTY OF POLK, WISCONSIN:

5 Ladies and Gentlemen:

6
7 WHEREAS, in adopting Resolution No. 50-17, the Polk County Board of Supervisors approved and
8 adopted plans for the construction of the Polk County Highway Garage (Project); and
9

10 WHEREAS, Resolution No. 68-17 established and authorized a comprehensive Highway Facility
11 project budget in the amount of \$11,867,432, with respective budget ceilings for a Bishop Building
12 remodeling contingency funding of \$20,000; and a Highway Facility Construction Contingency of
13 \$383,133 and an Owner Item Contingency funding for the remainder of the project of \$512,554;
14 and

15 WHEREAS, over the course of the project, the County Board and County Administrator have
16 authorized value engineering and contract alteration change orders yielding net savings of \$173,702
17 in relation to original contract bid awards, keeping the project under the overall project budget; and
18

19 WHEREAS, authorized change orders characterized as Construction Contingency expenditures have,
20 to date, amounted to gross expenditures in the sum of \$297,902.00 and those change orders
21 characterized as Bishop Building remodeling contingency expenditures have amounted in gross
22 expenditures of \$17,027.00;
23

24 WHEREAS, the County has received additional requests for change orders that, if approved, would
25 result in contingency expenditures in excess of the gross budget ceiling for contingency
26 expenditures set in Resolution No. 68-17; and
27

28 WHEREAS, on July 17, 2018, the Executive Committee considered options for application of these
29 savings towards the overall funding of the project and recommends that application of the savings
30 to the project Construction Contingency for Build fund.
31

32 NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors authorizes the
33 County Administrator to approve change orders that may arise as contingencies in an amount not
34 to exceed \$50,000, to the extent that the net cost of such change orders does not exceed the
35 budget ceiling for respective contingencies established in Resolution No. 68-17.

Offered and Submitted this 17th day of July, 2018

BY: _____

Brad Olson, Supervisor, District #1

James Edgell, Supervisor, District #8

Doug Route, Supervisor, District #2

Kim O'Connell, Supervisor, District #9

Dean Johansen, Chair,
Supervisor, District #3,

Larry Jepsen, Supervisor, District #10

Chris Nelson, Supervisor, District #4

Jay Luke, 1st Vice Chair,
Supervisor, District #11

Tracy LaBlanc, Supervisor, District #5

Michael Larsen, Supervisor, District #12

BR Masters 7/6/18
Brian Masters, Supervisor, District #6

Russell Arcand, Supervisor, District #13

Michael Prichard, Supervisor, District #7

John Bonneprise, 2nd Vice Chair,
Supervisor, District #14

Joe Demulling, Supervisor, District #15

Reviewed By County Administrator:

Approved as to Form and Execution:

Jeffrey B. Fuge

Jeffrey B. Fuge

Interim County Administrator/Corporation Counsel

At its regular business meeting on the __ day of July 2018 the Polk County Board of Supervisors acted upon Resolution No. 64-18: Resolution to Amend Authorization for Contingency Expenditures of Highway Facility Improvement Project, as follows:

- Adopted by two-thirds majority of the members of the board of supervisors by a vote of _____ in favor and _____ against.
- Adopted by unanimous voice vote.
- Adopted as Amended. See Below.
- Defeated: _____
- Other: _____

Insert Amendments:

SIGNED BY:

Dean Johansen, County Board Chairperson

ATTEST:

Sharon Jorgenson, County Clerk

Resolution No. 62-18

Resolution to Apply Main Facility Contingency Funds for Improvements to Bishop Building (Building Two) for the Polk County Highway Garage Public Improvement Project

TO THE HONORABLE BOARD OF SUPERVISORS OF THE COUNTY OF POLK, WISCONSIN:

Ladies and Gentlemen:

WHEREAS, in adopting Resolution No. 50-17, the Polk County Board of Supervisors approved and adopted plans for the construction of the Polk County Highway Garage (Project); and

WHEREAS, in adopting Resolution No. 63-17, the Polk County Board of Supervisors approved and authorized contracts and funding for the purpose of remodeling of Bishop Building (Building Two) and contingency funding in the amount of \$20,000 for use as necessary for contingency matters that may arise in the performance of contracts awarded for the Bishop Building (Building Two) remodeling; and

WHEREAS, Resolution No. 68-17 established a comprehensive Highway Facility project budget in the amount of \$11,867,432, inclusive of funding for the Bishop Building (Building Two) remodeling project, Bishop Building (Building Two) remodeling contingency funding, Construction Contingency for Build funding and Owner Item Contingency funding for the remainder of the project, and authorization for expenditures of contingency funding for the project; and

WHEREAS, the budget ceiling for Construction Contingency for the Build fund was established at \$383,133; and

WHEREAS, on June 29, 2018, the County was notified by Market & Johnson of the need for additional funding for Bishop Building (Building Two) project to address requirements contained in the final inspection conducted by the Wisconsin Department of Safety; and

WHEREAS, on July 17, 2018, the Executive Committee considered the additional scope of work and funding required to complete the Bishop Building (Building Two) and recommended utilization of \$_____ Construction Contingency for Build funding towards the completion of necessary remodeling work of Bishop Building (Building Two).

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors authorizes that the public improvement project of the construction of the Polk County Highway Garage, including the remodeling of Bishop Building (Building Two), proceed with expenditure of \$_____ from the Construction Contingency for Build budget to be applied to the finalization of necessary remodeling work of Bishop Building (Building Two).

Offered and Submitted this 17th day of July, 2018

BY: _____
Brad Olson, Supervisor, District #1

James Edgell, Supervisor, District #8

Doug Route, Supervisor, District #2

Kim O'Connell, Supervisor, District #9

Dean Johansen, Chair,
Supervisor, District #3,

Larry Jepsen, Supervisor, District #10

Chris Nelson, Supervisor, District #4

Jay Luke, 1st Vice Chair,
Supervisor, District #11

Tracy LaBlanc, Supervisor, District #5

Michael Larsen, Supervisor, District #12

Brian Masters 7/6/18

Brian Masters, Supervisor, District #6

Russell Arcand, Supervisor, District #13

Michael Prichard, Supervisor, District #7

John Bonneprise, 2nd Vice Chair,
Supervisor, District #14

Joe Demulling, Supervisor, District #15

Reviewed By County Administrator:
Approved as to Form and Execution:

Jeffrey B. Fudge

Jeffrey B. Fudge
Interim County Administrator/Corporation Counsel

Excerpt of Minutes

At its regular business meeting on the __ day of July 2018 the Polk County Board of Supervisors acted upon Resolution No. 62-18: Resolution to Apply Main Facility Contingency Funds for Improvements to Bishop Building (Building Two) for the Polk County Highway Garage Public Improvement Project, as follows:

- Adopted by two-thirds majority of the members of the board of supervisors by a vote of _____ in favor and _____ against.
- Adopted by unanimous voice vote.
- Adopted as Amended. See Below.
- Defeated: _____
- Other: _____

Insert Amendments:

SIGNED BY:

ATTEST:

Dean Johansen, County Board Chairperson

Sharon Jorgenson, County Clerk

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Polk County Board of Supervisors
Resolution No. 63-18
Resolution to Award Construction Contracts for Highway Facility Project- Bid Package #4
(Low Voltage, Landscaping and Demolition of existing Highway Shop)

TO THE HONORABLE BOARD OF SUPERVISORS OF THE COUNTY OF POLK, WISCONSIN:

Ladies and Gentlemen:

WHEREAS, in adopting Resolution No. 50-17, the Polk County Board of Supervisors approved and adopted plans for the construction of the Polk County Highway Facility (Project); and

WHEREAS, on the County's behalf by Market & Johnson, construction manager, issued requests for proposals, known as Bid Package #4, for low voltage materials and services; landscaping materials and services, and demolition of the existing Highway shop building, and, on May 17 and June 22, 2018, county staff and Market & Johnson opened and reviewed proposals received and evaluated those proposals conforming to the requests for proposals; and

WHEREAS, on July 17, 2018, the Executive Committee considered the proposal submissions accepted as conforming for Bid Package #4 and recommended to the County Board to award those certain construction contracts for Bid Package #4 to the corresponding lowest responsible bidder.

BE IT FURTHER RESOLVED that, pursuant to Wisconsin Statute Sections 59.52(29) and 66.0901, the Polk County Board of Supervisors awards the various construction contracts to the respective lowest responsible contractor identified in the table of Bid Package #4 Awarded Contracts, below.

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes the County Administrator, in coordination with Market & Johnson, to let, negotiate and execute on behalf Polk County those construction contracts awarded in this resolution.

Bid Package #4 Awarded Contracts

Work Category	Scope of Work	Awarded Contractor	Bid Amount	Budgeted Amount
WC-32D	Landscaping	Sunrise Lawns Landscape and Irrigation	\$ 32,951.00	\$40,950.00
WC-27A	Low Voltage	CWS Security	\$ 87,926.00	\$98,000.00
WC-02	Demolition of Highway Shop	Haas Sons, Inc.	\$ 196,999.00	\$300,000.00

Offered and Submitted this 17th day of July, 2018

BY:

Brad Olson, Supervisor, District #1

James Edgell, Supervisor, District #8

Doug Route, Supervisor, District #2

Kim O'Connell, Supervisor, District #9

Dean Johansen, Chair,
Supervisor, District #3,

Larry Jepsen, Supervisor, District #10

Chris Nelson, Supervisor, District #4

Jay Luke, 1st Vice Chair,
Supervisor, District #11

Tracy LaBlanc, Supervisor, District #5

Michael Larsen, Supervisor, District #12

Brian Masters 7/6/18

Brian Masters, Supervisor, District #6

Russell Arcand, Supervisor, District #13

Michael Prichard, Supervisor, District #7

John Bonneprise, 2nd Vice Chair,
Supervisor, District #14

Joe Demulling, Supervisor, District #15

Reviewed By County Administrator:

Approved as to Form and Execution:

Jeffrey B. Fyge

Jeffrey B. Fyge
Interim County Administrator/Corporation Counsel

Excerpt of Minutes

28 At its regular business meeting on the __ day of **July** 2018 the Polk County Board of Supervisors acted
29 upon Resolution No. 63-18: Resolution to Award Construction Contracts for Highway Facility Project- Bid
30 Package #4 (Low Voltage, Landscaping and Demolition of existing Highway Shop), as follows:

- Adopted by two-thirds majority of the members of the board of supervisors by a vote of _____ in favor and _____ against.
- Adopted by unanimous voice vote.
- Adopted as Amended. See Below.
- Defeated: _____
- Other: _____

Insert Amendments:

SIGNED BY:

Dean Johansen, County Board Chairperson

ATTEST:

Sharon Jorgenson, County Clerk

Resolution No. 59-18

Resolution Concerning County Labor and Materials Used in Highway Facility Project

TO THE HONORABLE BOARD OF SUPERVISORS OF THE COUNTY OF POLK, WISCONSIN:

Ladies and Gentlemen:

WHEREAS, in adopting Resolution No. 50-17, the Polk County Board of Supervisors approved and adopted plans for the construction of the Polk County Highway Garage (Project); and

WHEREAS, in adopting Resolution No. 62-17, the Polk County Board of Supervisors awarded work category 31-A, Earthwork & Site Utilities, to contractor Gille Trucking and Excavating, Inc. in the amount of \$470,862; and

WHEREAS, after additional soil testing was conducted as requested by Market & Johnson, Gille Trucking and Excavating, Inc. subsequently submitted request for project change orders pertaining to site excavation and replacement of unsuitable soils; and

WHEREAS, after considering options and recommendations for addressing the project change order requirements including consideration of utilization of internal resources within the County Highway Program to address a portion of the Earthwork & Site Utilities work category change order requirements, the County Administrator directed that the Highway Department furnish the labor, trucking and soil materials to address the change order submitted by Gille Trucking, and

WHEREAS, the cost of such allocated labor, trucking expense and soils amounted \$110,670; and

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors ratifies the directive made to the Highway Department to furnish County labor, trucking and materials in the Highway Facility project in response to the Gille Trucking change order.

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors directs that the cost of such labor, trucking expense and materials be characterized as project expense and accounted as an Owner Construction Contingency of the overall project budget.

Offered on the 17th day of July, 2018 to Polk County Board of Supervisors.

BY: _____

Brad Olson, Supervisor, District #1

Doug Route, Supervisor, District #2

Dean Johansen, Chair,
Supervisor, District #3,

Chris Nelson, Supervisor, District #4

James Edgell, Supervisor, District #8

Kim O'Connell, Supervisor, District #9

Larry Jepsen, Supervisor, District #10

Jay Luke, 1st Vice Chair,
Supervisor, District #11

Tracy LaBlanc, Supervisor, District #5

Brian Masters, Supervisor, District #6

Michael Prichard, Supervisor, District #7

Michael Larsen, Supervisor, District #12

Russell Arcand, Supervisor, District #13

John Bonneprise, 2nd Vice Chair,
Supervisor, District #14

Joe Demulling, Supervisor, District #15

Fiscal Impact Note: This resolution has no financial impact. Passage of the resolution determines the appropriate treatment of expenditures related to the Highway Facility project.

Legal Impact Note: Passage of the resolution involves no legal impact and ratifies the expenditure of county labor and materials furnished in the Highway Facility project.

Reviewed By County Administrator:

Approved as to Form:



Jeffrey B. Fuge

Interim County Administrator/Corporation Counsel

Excerpt of Minutes

At its regular business meeting on the ___ day of ___, 2018, the Polk County Board of Supervisors acted upon Resolution No. 59-18: Resolution Concerning County Labor and Materials Used in Highway Facility Project, as follows:

- Adopted by majority voice vote
- Adopted by simple majority of the board of supervisors by a vote of _____ in favor and _____ against.
- Adopted by unanimous voice vote.
- Adopted as amended. See Below.
- Other: _____

Insert amendment to resolution according to minutes:

SIGNED BY:

ATTEST:

Dean Johansen, County Board Chairperson

Sharon Jorgenson, County Clerk

COR #	Description	Main Facility	Building 2 (Bishop)	Status
Original Authorized Construction Contingency		\$ 383,133	\$ 20,000	
1	Reduce fuel canopy design from 40'x80' to 30'x80'	\$ 25,352.00		Executed
2	Bishop: Reduced overhead doors		\$ 3,175.00	Executed
3	Alternate to furnish and install 4MM FR core MZ-2000 Rainscreen panel	\$ 70,117.00		Executed
4	Under slab insulation	\$ (18,653.00)		Executed
5	Concrete trench drains	\$ (10,163.00)		Executed
6	Roofing changes (Polk County Garage Bid Options)	\$ 52,658.00		Executed
7	Soil corrections - footings and site	\$ (70,520.00)		Executed
8	Soil corrections - placement of new sand	\$ (40,676.00)		Executed
8**	Internal Tracking - Soils Corrections	\$ (110,670.00)		
9				VOID
10	Bishop: Fume hood extractor		\$ (1,281.00)	Executed
11	Bishop: Provide Preventative Maintenance Work on all Doors as Required at Bishop Bldg.		\$ (1,962.00)	
12	Bishop: Install Owner provided air compressor		\$ (1,467.00)	
13	Bishop: Relocate electrical items (lights, outlets, etc) for OH doors and concrete columns.		\$ (2,757.00)	
14	Bishop: Relocate sprinkler heads for OH doors		\$ (1,056.00)	
15	Bishop: Supply Steel for Proposed Project; Including dwgs, mat'ls, fab, priming and delivery		\$ (878.00)	
16	CB #01 Plumbing Changes	\$ (18,201.00)		
17	Bishop: Documents did not provide information on sealants therefore the attached is to utilize the caulking subcontractor we have on the main job to complete and provide warranty.		\$ (2,628.00)	
18	Bishop: Install sprinkler heads		\$ (1,398.00)	
19	Bishop: photo eyes on garage doors		\$ (1,382.00)	
20	Cut to Length & Epoxy in Rebar at two (2) walls	\$ (262.00)		
21	Bishop: Additional Light Switch		\$ (1,575.00)	
22	Construction Bulletin #02 - Door hardware change for alum doors	\$ (155.00)		
23	Additional steel for Fabcon panels	\$ (2,987.00)		
24	Administration - provide admixture to SOG (Barrier One)	\$ (6,339.00)		
25	RFI 37 – add window flashing and caulking detail to all precast windows.	\$ (8,995.00)		
26	Construction Bulletin #04 - Relocate countertop to ADA in Crew Workroom	\$ (415.00)		

27	Construction Bulletin #03 - Fuel Island relocate	\$	(8,496.00)	
28	Construction Bulletin #05 - Door hardware changes	\$	(4,930.00)	
29	Revised price - overhead garage doors - Salt Storage	\$	(33,220.00)	
30	Air barrier - Administration	\$	(11,004.00)	
31	Runway Beams Furnished & Installed by Others	\$	21,703.00	
32	Construction Bulletin #06 - Misc Items	\$	3,872.00	
33	Construction Bulletin #07 - Truck Scale	\$	(15,034.00)	
34	Bishop: Safety eye 'power'			\$ (427.00)
35	Bishop: Air Line Repair			\$ (216.00)
36				VOID
37				VOID
38				VOID
39				VOID
40	Subcontractor allowances	\$	35,000.00	Pricing
41	CB#8 - HVAC, Painting and Signage Revisions	\$	(15,348.00)	
42				VOID
43	Floor coating contractor changes	\$	(1,446.00)	
44	Site Power Changes	\$	(16,808.00)	
45	Additional concrete apron outside tire shop door	\$	(5,728.00)	
46	CB#9 - Misc Bishop and Shop changes	\$	2,702.00	\$ (7,199.00)
47	Caulking at buiding interior perimeter	\$	(4,513.00)	
48	Consolidate sand stockpile			Pricing
49	Additional roofing boots	\$	(1,625.00)	
50	Modify door frames 133B and 134D	\$	(2,059.00)	
51	Epoxy wire for salt storage shed footings			Internal
	Allowances shifted to contingency	\$	24,535.00	
52	Modify frame to add electric strike to door	\$	(1,058.00)	
53	QC Companies - owner direct	\$	1,338.00	
Total Increased Costs (increase to awarded contract amount)		\$	(409,305.00)	\$ (24,226.00)
Total Savings (decrease to awarded contract amount)		\$	235,939.00	\$ 3,175.00
Net used of Construction Contingency		\$	(173,366.00)	\$ (21,051.00)
Net remaining construction contingency budget with expenses only (not incorporating savings)		\$	(26,172.00)	\$ (4,226.00)
Net remaining contingency budget including savings offset		\$	209,767.00	\$ (1,051.00)

<i>Example 1 - Decisions at Exec Comm level</i>				<i>Responsible Project Participant</i>				
<i>Sequence</i>	<i>Date</i>	<i>Item</i>	<i>Result</i>	<i>Candidates</i>	<i>PAA & Admin Staff</i>	<i>Exec Comm</i>	<i>County Board</i>	<i>Internal Stakeholder Group</i>
1.5	7/17/2018	Review of Mini-Resumes	Issue recommendation on semi-finalists to County Board		X	X		
1.6	7/17/2018	Review of Mini-Resumes/Exec Comm recommendation	Reach consensus on semi-finalists		X		X	
1.7	7/30/2018	Video Interviews Due	Semi-finalist video interviews submitted	X	X			
1.8	8/7/2018	Exec Committee views video interviews	Exec Comm narrows down to final candidates, PAA invites candidates to interview		X	X		
1.9	8/24/2018	Final candidate interviews	Selection of County Administrator, authorization to staff/Exec Comm for contract negotiation, terms	X	X		X	X
2.0	8/27/2018	Background/negotiation with candidate	Final contract recommendation to Exec Comm	X	X			
2.1	9/6/2018	Exec Comm receives staff recommendation on contract	Exec Comm approves contract		X	X		
3.0	10/6/2018	County Administrator start date						

<i>Example 2 - Decisions at Board level</i>				<i>Responsible Project Participant</i>				
<i>Sequence</i>	<i>Date</i>	<i>Item</i>	<i>Result</i>	<i>Candidates</i>	<i>PAA & Admin Staff</i>	<i>Exec Comm</i>	<i>County Board</i>	<i>Internal Stakeholder Group</i>
1.5	7/17/2018	Review of Mini-Resumes	Issue recommendation on semi-finalists to County Board		X	X		
1.6	7/17/2018	Review of Mini-Resumes/Exec Comm recommendation	Reach consensus on semi-finalists		X		X	
1.7	7/30/2018	Video Interviews Due	Semi-finalist video interviews submitted	X	X			
1.8	8/7/2018	Exec Committee views video interviews	Exec Comm narrows down to final candidates		X	X		
1.9	8/21/2018	County Board reviews Exec Comm final candidate recommendation	County Board approves final candidates		X		X	
1.10	9/14/2018	Final candidate interviews	Selection of County Administrator, authorization to staff/Exec for contract negotiation, terms	X	X		X	X
2.0	9/17/2018	Background/negotiation with candidate	Final contract recommendation to Exec Comm	X	X			
2.1	9/25/2018	Exec Comm receives staff recommendation on contract	Exec Comm recommends contract terms		X	X		
2.2	10/16/2018	County Board reviews Exec Comm contract recommendation	County Board approves contract		X		X	
3.0	11/12/2018	County Administrator start date						



POLK COUNTY FAIR

New Grandstand Proposals



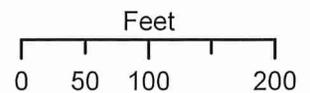
-  CURRENT PROPERTY LINES
-  PROPOSED ROW EXTENSION & NEW PROPERTY LINE

2015 AERIAL IMAGE

Produced by: Polk County Department of Land Information, Division of GIS

CITY OF ST CROIX FALLS

CHAPTER 17 - ZONING CODE
17.10 RD Rural Development District
Accessory Building FRONT YARD Setback:
Minimum 30 ft.



1 inch = 150 feet

Date: 7/17/2018

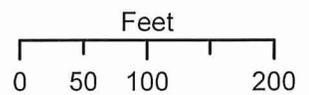


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