

Jefferson County Board Committee Minutes

July 15, 2009

Infrastructure Committee

Call to order

Meeting called to order by Supervisor Kannard at 8:35 a.m.

Roll call

James Braugher, Richard Jones, John Kannard, Donald Reese, Carol Ward Knox

Others Present: Gary Petre – County Administrator; Carla Robinson – Clerk of Courts; Sharon Schmeling – County Board Chair; Bill Kern – Highway Commissioner; Mark Miller – Maintenance Supervisor; Brian Udovich – Highway Operations Manager.

Certification of compliance with the Open Meetings Law

The County Administrator reported that the meeting was properly noticed in compliance with the law.

Review of the Agenda:

Items 7 and 8 were moved to the end of the agenda.

Public Comment: None

Approval of the June 17, 2009 Infrastructure Committee meeting minutes

Motion made by Supervisor Reese; Second by Supervisor Jones to approve the June 17, 2009 Infrastructure Committee meeting minutes. (Ayes – All)

Discussion and possible action on the remodeling of Courthouse, Rooms 124 & 220

Mark Miller provided a drawing of the plan for Room 220 for the committee to review. There are existing funds available to complete these projects. The set up would be changed in Room 124 so that it could be used for a hearing room. No remodeling would be needed in Room 124.

Motion made by Supervisor Jones; Second by Supervisor Reese to approve the remodeling changes as presented. (Knox abstained)

Update on Workforce Development Board Web TV/Conferencing Center

This item was tabled until the next committee meeting.

Discussion of options for reconfiguring the courthouse parking lot entrances

Brian Udovich, Mark Miller and Bill Kern looked at the reconfiguring options for the parking lot entrances. The City parking plan shows a 24' wide entrance/exit. This will not accommodate the large semis. Currently we have a separate entrance and a separate exit. Based on their research and discussion, the committee will make a recommendation to the City that the county will maintain the two separate areas for entrance and exit. Reese suggested that Mark Miller look into an additional driveway near the Sheriff's Department that may accommodate semi traffic.

Update and possible action on Sheriff's Department bids for ADA and Reroofing project in the jail

Mark Miller informed the committee that a Class I add was published for the ADA project. He will be reviewing costs and contractors at the end of the week. Phil Ristow is looking over the prevailing wage issue and the committee will discuss this again at their next meeting. No action taken.

Review and possible action on MIS Operational Audit report and recommendations

John Rageth is looking into software for an MIS Help Desk function. The MIS Advisory Workgroup met for a third time. Todd Lindert has been designated as the meeting facilitator for these meetings.

No action taken

Report from the Highway Commissioner on Status of Highway Facility Study and maintenance improvements

Bill Kern distributed a written report for the Committee to review. He reviewed recommendations, needs and improvements of the facility. He explained that they have been holding off on many maintenance projects until a decision is been made whether or not the County will repair the existing facility or build new. He provided information on the cost of maintaining the current facility. Costs continue to increase. Cost of utilities for a new facility would be approximately much less that our current utility costs. Kern explained that they won't be able to hold off on these projects for much longer and that a decision needs to be made. The Committee agreed to put money in the 2010 Budget for facility planning and design. Petre, Kern and Udovich will look into getting estimates on what the cost would be to get the preliminary design plans. This will be discussed again at the next committee meeting.

Tour of Highway Facility

The Committee toured the facility.

Potential items for the Committee's next meeting

- Review and possible action on MIS Operational Audit report and recommendations
- Discussion and possible action on the Clifton Gunderson Report
- Review 2010 Capital Plan at August meeting
- Report from the Highway Commissioner on potential cost estimates for the Highway facility planning and design
- Discussion and possible action on the remodeling of Courthouse, Room 220 and 124
- Report from staff on the reconfiguring of the Sheriff's Department entrance
- Update and possible action on Sheriff's Department bids for ADA and Reroofing projects in the jail
- Discussion and possible action on 2008 County Audit of internal controls at MIS
- Discussion & possible action on using preparedness funds for remodeling at the Health Department
- Tour of Health Department

Set future Committee meeting dates

August 19, 2009 – 10:30 a.m. - Health Department

September 16, 2009

October 21, 2009

November 18, 2009

December 16, 2009

Adjourn

Supervisor Knox made a motion to adjourn; Second by Supervisor Reese at 10:30 a.m. (Ayes-All)