

**Jefferson County Board  
Committee Minutes  
June 30, 2011  
Infrastructure Committee**

**1. Call to order**

Meeting called to order by Supervisor Reese at 10:30 a.m.

**2. Roll call of Committee Members**

Richard Jones, Donald Reese, Mary Delany, Jim Schroeder. Rick Kuhlman - Excused

Others Present: Gary Petre – County Administrator; John Molinaro – County Board Chairman; Tammie Jaeger – Administrative Assistant-Confidential; Phil Ristow – Corporation Counsel.

**3. Certification of compliance with the Open Meetings Law**

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

**4. Review of the Agenda**

No changes made

**5. Public Comment**

None

**6. Approval of the June 2, 2011 Infrastructure Committee meeting minutes**

Motion made by Supervisor Jones; Second by Supervisor Delany to approve the June 2, 2011 Infrastructure Committee meeting minutes as printed. Ayes-All (Motion Carried)

**7. Update on 175<sup>th</sup> Anniversary Celebration**

John Molinaro informed the committee that 50 bricks have been donated to the Veterans Memorial Project so far. He is looking at having an Anniversary Celebration in September. There will also be a bus tour of county sites along with a car tour. No action taken.

**8. Discussion and possible action on Highway Facility Project**

The Highway, Infrastructure and Land and Water Conservation Committees will meet on Wednesday, August 3<sup>rd</sup> at 8:30 a.m. There was no further discussion on this project. No action taken.

**9. Update on Law Enforcement/Emergency Management Committee action regarding Sheriff Office space and building issues**

Gary Petre reviewed a section from the Law Enforcement Emergency Management Committee minutes. A motion was passed to include two mechanic bays into the Highway Facility Study for possible use by the Sheriffs Department. There was also a motion to move forward to look at costs for additional storage space. No action taken.

**10. Update on green initiatives in the Courthouse and Human Service buildings**

Gary Petre reviewed information that he received from Terry Gard at Human Service. No action taken.

**11. Discussion and possible action on implementation of MIS Audit recommendations**

The Committee reviewed a copy of the MIS Operational Audit Recommendations. Gary will review these recommendations with MIS staff. No action taken.

**12. Update on wireless internet access at the courthouse**

The wireless internet is completed and accessible to the public. Phil Ristow discussed the possibility of requiring a password to access the wireless network. No password will be required at this time.

Motion made by Supervisor Reese; Second by Supervisor Schroeder to have the Administration and Rules Committee consider requiring a password to access the wireless internet if needed.

- 13. Discussion and possible action on proposals for engineering/design services for the repair/replacement of concrete in the Courthouse parking lot**  
Gary Petre updated the committee this project. No action taken.
- 14. Status report on cost estimates for upgrading Courthouse first floor north wing restrooms**  
There was no update on this project. No action taken.
- 15. Discussion and possible action on seal coating and striping of County parking lots on N. Center Street**  
Gary Petre informed the committee that three cost estimates were received. The Highway bid of \$2,400 was the low bid. The Finance Committee has authorized \$2,500 from contingency for this project. Highway will be completing this work as soon as possible. No action taken.
- 16. Discussion and possible action on a Jefferson County Grounds Use Policy**  
Phil Ristow provided a draft Grounds Use Policy for the committee. He discussed the content with the committee. Central Services, Human Services and the Sheriff's Office staff have been given the opportunity to review and comment on this policy. The committee will review this again at their next meeting. No action taken.
- 17. Potential items for the Committee's next meeting**
- Approval of June 30, 2011 Infrastructure Committee meeting minutes
  - Discussion and possible action on MIS Audit
  - Discussion and possible action on Highway Facility Project
  - Update on 175<sup>th</sup> Anniversary Celebration
  - Discussion and possible action on proposals for engineering/design services for the repair/replacement of concrete in the Courthouse parking lot
  - Discussion and possible action on a Jefferson County Grounds Use Policy
  - Update on Renewable Energy & Efficiency Alternative Upgrades for County Buildings through committee recommendations
  - Discussion and possible action on seal coating and striping of County parking lots on N. Center Street
  - Status report on cost estimates for upgrading Courthouse first floor north wing restrooms
  - Update on green initiatives in the Courthouse and Human Services buildings
- 18. Set next meeting date**  
August 3, 2011 – 8:30 a.m. Joint meeting with Highway and Land and Water Conservation Committees followed by the regular Infrastructure Committee meeting.
- 19. Adjourn**  
Supervisor Jones made a motion to adjourn; Second by Supervisor Delany at 11:08 a.m. Ayes – All (Motion Carried)