

Jefferson County Board Committee Minutes

September 4, 2013
Infrastructure Committee

1. **Call to order**
Meeting called to order by Supervisor Reese at 9:00 a.m.
2. **Roll call of Committee Members**
Richard Jones, Rick Kuhlman, Russell Kutz, Don Reese and Dick Schultz.
Others Present: Ben Wehmeier – County Administrator; John Molinaro – County Board Chairman; Tammie Jaeger – Administrative Secretary; Phil Ristow – Corporation Counsel; Terry Gard – Human Services Maintenance Supervisor; Mark Miller – Maintenance Supervisor; Roland Welsch - IT Manager; Brian Lamers – Finance Director.
3. **Certification of compliance with the Open Meetings Law**
Staff reported that the meeting agenda, revised on September 3, 2013, was properly noticed in compliance with the law.
4. **Review of the Agenda**
No changes were made.
5. **Public Comment**
None
6. **Approval of the August 7, 2013 Infrastructure Committee meeting minutes**
The August 7th minutes were already approved. The minutes from August 13th will be approved at the next meeting. No action taken.
7. **Update on demolition of Old Countryside Home**
Ben Wehmeier explained that there was a walk-through of the Countryside Home buildings with potential bidders. The bids are due on September 9th. The committee will meet to review the bids before the County Board meeting on September 10th. No action taken.
8. **Discussion and possible action on bids for replacement of 5 air conditioners at the Hillside building**
Information was distributed for the committee to review. Terry Gard discussed the bids that were received for replacement of 5 air conditioners. Two bids were received: Jensen Heating - \$17,985 and Lake Country Heating and Cooling \$16,175.

Motion made by Supervisor Jones; Second by Supervisor Kuhlman to accept the bid of Lake Country Heating and Cooling in the amount of \$16,175. Ayes-All (Motion Carried).
9. **Recommend awarding bid for Hillside Roof**
Information was distributed for the committee to review. Terry Gard discussed the bids that were received for replacing the roof on the Hillside building. Four bids were received: Royalty Roofing \$27,735; CJ Contracting LLC \$34,850; Neiman Central WI Roofing Company, Inc. \$41,000; and Pioneer Roofing \$43,487. Phil explained that we need to award the bid to the lowest responsible bidder. Terry Gard will check the references and make a recommendation. The committee will take action on this at their meeting on September 10th. No action taken.
10. **Recommend awarding bid for 24 Region workstations**
Information was distributed for the committee to review. Terry Gard discussed the bids that were received for 24 Region workstations. Three bids were received: Affordable Office Interiors \$22,691.04; M&M Office Interiors \$29,141.52; Jonas Office Products \$33,710.

Motion made by Supervisor Jones; Second by Supervisor Schultz to accept the bid of Affordable Office Interiors in the amount of \$22,691.04. Ayes-All (Motion Carried).

11. **Discussion of 2014 Human Services Requested Capital Projects**
A list of requested capital projects was provided for the committee to review. Terry Gard reviewed the list of requested capital projects for Human Services and addressed questions from the committee. No action taken.
12. **Discussion of 2014 Central Services Requested Capital Projects**
A list of requested capital projects was provided for the committee to review. Mark Miller reviewed the list of requested capital projects for Central Services and addressed questions from the committee. No action taken.
13. **Discussion of 2014 MIS Requested Capital Projects**
A list of requested capital projects was provided for the committee to review. Roland Welsch reviewed the list of requested capital projects for MIS and addressed questions from the committee. No action taken.
14. **Status report on the courthouse security entrance project**
Blueprints of the security entrance roof area and drawings showing placement of eifas screening were provided for the committee to review. Ben Wehmeier gave the committee an update on the security entrance project. Mark Miller discussed some issues with the air handlers/ AC /heating units and the security station. The committee went outside to look at the security entrance and supported the idea of using eifas screening to conceal the roof units. The committee agreed that the lettering should be placed on the main overhang and not on the eifas screening. Mark explained that the cost for the security station is more than originally allowed for in the estimate. Staff discussed different material options that could be used for security station.

Motion made by Supervisor Kuhlman; Second by Supervisor Schultz to add eifas screening to conceal the AC/heating units on the roof and forward to Finance Committee for their consideration. (Ayes-All)
Motion carried.
15. **Discussion and possible action on the removal of trees located near the Center Street parking lot**
Mark Miller explained that the trees located in the Center Street parking have a lot of sap that attract bees and are causing issues with the county vehicles. If the trees are removed the Parks department will replace the trees with something that won't cause these problems.

Motion made by Supervisor Reese; Second by Supervisor Kuhlman to remove the trees from the Center Street parking lot. Ayes-All (Motion Carried).
16. **Update on Sheriff Annex building**
Mark Miller gave the committee an update on the Sheriff Annex Building project. A progress meeting will be held on September 16th. No action taken.
17. **Discussion and possible action on fiber expansion**
Two options were provided for the committee to review. Roland Welsch discussed the issues that we have with our current fiber. He discussed two options for fiber expansion. John Molinaro told the committee that the Jefferson County Economic Development Consortium (JCEDC) is currently working on a broadband project in Jefferson County that may be helpful to the county in the future. Roland discussed cost savings that could be achieved if our phone lines were placed on the internet. The problem is if the internet goes down, the phone system would not work. Ben would like to get additional information and discuss this with the Department Heads to get their input and report back to the committee. This item will be discussed at a future meeting. No action taken.
18. **Discussion and possible action on new county highway facility**
Ben Wehmeier explained that staff met with the architect in order to provide various material and heating alternative options that might be used in the construction of the highway facility for Supervisors to analyze. A final design development will be presented by Barrientos at the County Board meeting. No action taken.

19. **Potential items for future Committee meetings**
 - Approval of the August 13, 2013 and September 4, 2013 Committee meeting minutes
 - Recommend awarding bid for Hillside Roof bids
 - Recommend awarding bid for former Countryside Home Demo Bids
20. **Set tentative next committee meeting time and date:**

September 10, 2013 at 6:15 p.m.; October 2, 2013 9:00 a.m. (Rick Kuhlman Excused). The Courthouse Securities & Facility committee meets quarterly at the same time as the Infrastructure Committee.

Motion made by Supervisor Kuhlman; second by Supervisor Schultz to move the Infrastructure Committee meeting time to 9:00 a.m. on the 1st Wednesday of the month.
21. **Adjourn**

Supervisor Kuhlman made a motion to adjourn; Second by Supervisor Reese at 10:52 a.m. Ayes – All (Motion Carried).