

**Jefferson County Board
Committee Minutes
October 7, 2015
Infrastructure Committee**

1. Call to order

Meeting was called to order by Jones at 9:00 a.m.

2. Roll call of Committee Members

John Kannard, Russell Kutz, Mike Kelly, Richard Jones and Greg David.

Others Present: Tammie Jaeger, Administrative Secretary; Ben Wehmeier, County Administrator; Terry Gard, Human Services Maintenance Supervisor; Paul Vogel, Human Services Maintenance Worker; Brian Lamers, Finance Director; Mark Miller, Central Services Supervisor and Jim Schroeder, County Board Chair.

3. Certification of compliance with the Open Meetings Law

Staff reported that the meeting agenda 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 September 2, 2015 Infrastructure Committee meeting minutes

Motion by Kelly; Second by Kutz to approve the September 2, 2015 Infrastructure Committee meeting minutes as corrected. (Ayes -All) Motion Carried.

7. Approval of the September 8, 2015 Joint Committee meeting minutes

Motion by David; Second by Kannard to approve the September 8, 2015 Joint Committee meeting minutes as corrected. (Ayes-All) Motion carried.

8. Communications

None

9. Update on Human Services Capital Projects

Gard told the committee that the bullet-resistant glass was installed at the Health Department. He provided a report from an internet based program that monitors air flow and temperature through the buildings. The back-up generator will also be installed. No action taken.

10. Discussion and possible action on back-up generator bids at Lueder Haus

Bid information was provided for the committee to review. Four bids were received: Pro Electric \$78,820, Hogen Electric \$53,500, KW Electric \$46,200 and Ready Electric \$39,950. Gard recommended Ready Electric from Fort Atkinson.

Motion by Kannard; Second by David to approve the bid from Ready Electric in the amount of \$39,950 and forward it to County Board for their consideration. (Ayes-All) Motion carried.

11. Update on old highway facility

No update. No action taken.

12. Update on punch list for new highway facility

Wehmeier explained that they are finishing the salt sheds, working on some landscape warranty issues and repairing some fencing. No action taken.

13. Discussion and update on satellite shops

Wehmeier explained that Bill Kern continues to work with the architect. Staff also needs to work with the City of Lake Mills on the exterior design of the building. No action taken.

14. Update on FacilityDude software application for maintenance, repair & improvement of county buildings

Wehmeier said that all of the facilities have been inspected. Miller talked about the process that has taken place so far. The committee would like to see a copy of the draft report when it is completed. This will be discussed at the next meeting. No action taken.

15. Update on courthouse parking lot repair & improvements

The parking lot project is near completion. New signage will be in place by the end of the week and more LED lighting may be installed. There are some issues with drainage which staff will continue to monitor. The MIS parking lot still needs to be completed. There was no interested in raising and moving the house from 211 E. Washington Street.

Motion by Jones; Second by Kannard to demolish the building located at 211 E. Washington Street, Jefferson. (Ayes-All) Motion carried.

16. Central Services Financial Report (August)

Financial Reports were provided for the committee to review. No action taken.

17. MIS Financial Report (August)

Financial Reports were provided for the committee to review. No action taken.

18. Potential items for the Committee's next meeting

- Approval of the October 7, 2015 Infrastructure Committee minutes
- Update on Satellite Shops
- Update on FacilityDude software application for maintenance, repair & improvement of county buildings
- Update on Old Highway Facility
- Update on punch list for new highway facility
- Update on old salt sheds

19. Set next meeting date:

- November 4, 2015 at 9:00 a.m. at the Courthouse

20. Adjourn

David made a motion to adjourn; Second by Kelly at 9:40 a.m. Ayes – All (Motion Carried)