

**Jefferson County Board
Committee Minutes
December 2, 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, Alexa Zoellner, Reporter, Jefferson Daily Union; Brian Udovich, Operations Supervisor; Bill Kern, Highway Commissioner and Supervisor Walt Christensen.

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 November 4, 2015 Infrastructure Committee meeting minutes

Motion by David; Second by Kannard to approve the November 4, 2015 Infrastructure Committee meeting minutes as corrected. (Ayes -All) Motion Carried.

7. Communications

- Auction Bid Results

8. Discussion and possible action on Dedication Plaque for Highway Facility

Wehmeier reminded the committee that these requests would be determined on a case by case basis. The contractor and architect inquired about a placing a dedication plaque for the facility. The committee supported the idea of a general dedication plaque with year the facility was built with no names included. Wehmeier will discuss this with the contractor and architect and see how they respond. No action taken.

9. Discussion and update on satellite shops

Kern said that there is nothing new. They are still working on the design. No action taken.

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

Wehmeier showed draft reports from EMG for several of the county buildings. No action taken.

11. Update on old highway facility

Copies of the auction results were provided for the committee to review. Final bids amounted to just under \$20,000. The truck storage and wood salt sheds will be auctioned off as well. No action taken.

12. Update on punch list for new highway facility

Wehmeier explained that the truck wash and the brine operation is working. There are some issues with concrete cracking that need to be addressed. Some landscaping will be fixed in the spring. No action taken.

13. Update on old salt sheds

Wehmeier explained that all of the salt and sand have been cleared out. Kern has been in contact with the DOT to discuss relocating one of the salt sheds. The old wood sheds will be placed on the auction site. No action taken.

14. Central Services Financial Report (October)

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

15. MIS Financial Report (October)

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

16. Potential items for the Committee's next meeting

- Approval of the December 2, 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
- Introduction of new Human Services Maintenance Supervisor

17. Set next meeting date:

- January 20, 2016 at 9:00 a.m. at the Courthouse. The following meeting will be scheduled the first Wednesday in March.

18. Tour of Highway Facility

The committee toured the Highway Facility

19. Adjourn

David made a motion to adjourn; Second by Kannard at 10:33 a.m. Ayes – All (Motion Carried)

DRAFT