

**Jefferson County Board
Committee Minutes
January 4, 2017
Infrastructure Committee**

1. **Call to order**
Meeting was called to order by David at 9:00 a.m.
2. **Roll call of Committee Members**
Glen Borland, Greg David, Dick Jones, John Kannard and Laura Payne.
Others Present: Ben Wehmeier, County Administrator 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. **Election of Committee Secretary**
No action taken.
5. **Review of the Agenda**
No Changes made.
6. **Public Comment**
None
7. **Approval of the December 7, 2016 Infrastructure Committee meeting minutes**
Motion by Kannard; Second by Borland to approve the December 7, 2016 Infrastructure Committee meeting minutes as corrected. (Ayes -All) Motion Carried.
8. **Communications** None
9. **Review suggestions for Dementia Friendly County – Courthouse Facilities**
Wehmeier explained that there was an analysis done by Human Services staff. Funds from the 2017 budget will be used to make some changes, including signage and carpeting some areas at the courthouse. No action taken.
10. **Review of Space Needs Analysis**
Wehmeier asked for guidance from the committee on how to proceed with this. Fiscal concerns need to be considered. The committee discussed focusing on general maintenance of existing facilities. There is some concern for the MIS building and the dispatch center. The committee agreed to continue status quo for now and not start a new space needs project at this time. No action taken.
11. **Update on property located at 302 S. Center Avenue and 210 E. Dodge Street**
Wehmeier said that the County Board authorized to proceed with the purchase of these properties. Closings will be scheduled soon. The home may be used for Human Service's needs. No action taken.
12. **Presentation on ERP System**
This item was postponed. No action taken.
13. **Discussion of incorporating tasks of Sustainability Task Force into Infrastructure Committee**
David asked if the Administration and Rules Committee has started looking at the strategic plan as it may relate to Sustainability. David met with 4D Energy Group on turning garbage into energy. The committee will have a presentation on this at their next meeting. For more information the committee can go to D4Energy.com. David reminded the committee to continue to view the crash course and learn about the 3 E's. No action taken.
14. **Update on satellite shops**
Wehmeier said that it is anticipated that approval of the RFP will go to the Board in March. Review of bids for remaining facilities at the old site may take place at the next meeting.
15. **Update on remodeling courthouse employee break room, bathrooms and outdoor space**
Wehmeier said that the meeting rooms upstairs have been painted. The main bathrooms upstairs will be remodeled this year. Bid documents will be issued for this project. Outdoor projects will be addressed in spring. No action taken.

16. Discuss potential agenda items for the Committee's next meeting

- Approval of January 4, 2017 committee meeting minutes
- ERP Demonstration (future meeting)
- Presentation from 4D Energy Group
- Discussion and possible action on bids for old highway demolition
- Update on parking lot cost

17. Financial Reports (November)

Financial Reports for Central Services and MIS were provided for review. No action taken.

18. Discuss future meeting schedule. Set next meeting date (February 1, 2017 at 9:00 a.m.)

19. Adjourn

Motion by Jones; Second by Kannard to adjourn at 10:08 a.m. (Ayes – All) Motion Carried/