

**Jefferson County Board
Committee Minutes
March 1, 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

Greg David, John Kannard and Laura Payne

Excused: Dick Jones & Glen Borland

Others Present: Kevin Weismann, Parks Supervisor; Ben Wehmeier, County Administrator; Mark Miller, Central Services and Carla Robinson, Clerk of Courts.

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

Items will be taken out of order to accommodate staff.

5. Public Comment

None

6. Communications

- Bathroom Plan Drawings
- Sustain Jefferson Poster and a book called "Prosper" were distributed for review

7. Approval of the February 14, 2017 Infrastructure Committee meeting minutes

Motion by Kannard; Second by Payne to approve the February 1, 2017 Infrastructure Committee meeting minutes as presented. (Ayes -All) Motion Carried.

8. Discussion and possible action on designating employee parking areas

Kannard discussed his concerns about parking at the courthouse. The Courthouse Security & Facilities Committee is asking for 8 reserved parking spaces in our current lot. The committee discussed the number of spots needed.

Motion by Kannard; Second by Payne to create 5 4-hour spots, 8 judicial spots and 25-30 short term parking spots. (Ayes-All) Motion Carried.

9. Discussion and possible action on courthouse signage plan

Miller discussed installing professional signage in the courthouse. The committee supports the idea of moving the Clerk of Courts kiosk to the main lobby. No action taken.

10. Discussion on D4 Energy Group waste disposal solutions

The committee discussed the D4 Energy Group presentation. They like the idea, but there are a lot of unknowns at this time and it is very expensive without a proven track record. They are not comfortable moving forward with a project like this at this time. David will discuss the idea with Vicki Pratt, JCEDC Director. No action taken.

11. Update on remodeling courthouse employee break room, bathrooms and outdoor space

Wiesmann showed a power point presentation on picnic table replacement. The Solid Waste department received a grant to fund this project. Currently the plan shows the installation of two recycled picnic tables, but there was a recommendation to add an additional picnic table for a total of 3. Two styles of picnic tables were shown. One style is handicap accessible. The maple tree on the north side of the tree was damaged from trenching in a new water main and will have to come down. Wiesmann will reach out to Modern Woodman to seek a donation for a replacement tree.

Motion by Payne; Second by Kannard to authorize staff to proceed with the outdoor space plan. (Ayes-All) Motion carried.

Bathroom design plans were provided for the committee to review. Three options were presented. The recommendation is to look at option 3 with the family bathroom included as an alternate bid option. Staff will look into swapping the location of the women's and men's restroom. The committee would like to tour the south end of the courthouse at their next meeting.

Motion by Payne; Second by Kannard to move forward with option 3 with the option of the family bathroom included as an alternate. (Ayes-All) Motion Carried.

12. Financial Reports (December)

- Central Services
- Management Information Systems (MIS)

Financial reports were provided for review. No action taken.

13. Discuss future meeting schedule. Set next meeting date (April 5, 2017)

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

- Approval of the March 1, 2017 Infrastructure Committee meeting minutes
- Tour of Courthouse – South End
- Update on the outdoor space plan
- Update on the restroom remodeling

2. Adjourn

Motion by Kannard; Second by Payne to adjourn at 10:40 a.m. (Ayes – All) Motion Carried.