

# **Building and Grounds Committee**

## **MINUTES**

Jefferson County Courthouse  
311 S. Center Avenue, Room 112  
Jefferson, WI 53549

Wednesday, August 1, 2018

8:30 a.m.

### **Committee Members**

Greg David, Roger Lindl, Gregg Patrick, Laura Payne, Mary Roberts

**1. Call to Order**

Meeting was called to order by Payne at 8:30 a.m.

**2. Roll Call**

Greg David, Roger Lindl, Gregg Patrick, Laura Payne, Mary Roberts

Others Present: Ben Wehmeier, County Administrator; Supervisor Walt Christensen and Alex Mortensen, Intern.

**3. Certification of compliance with the Open Meetings Law**

Wehmeier 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. Communications**

Wehmeier talked about the Maple tree on the courthouse lawn being taken down due the health of the tree. There will be new trees planted and picnic tables installed.

**7. Approval of the July 3, 2018 Building and Grounds Committee meeting minutes**

Motion by David; Second by Roberts to approve the July 3, 2018 Infrastructure Committee meeting minutes as presented. (Ayes-All) Motion Carried.

**8. Discussion and possible action related to building sponsorship**

Wehmeier gave the committee some history on building sponsorships in the county. There is a project planned for the swine barn at Fair Park. Jones Dairy has expressed interested in helping with this project. The committee discussed building sponsorship parameters. Ben will put together additional information for the committee to consider/. No action taken.

**9. Review 2019 Tentative Capital Plan**

A list of proposed capital items was provided for review. Wehmeier went over the list. No action taken.

**10. Discussion and possible action on Strategic Planning action steps related to Building and Grounds**

This will be discussed at the next meeting. No action taken.

**11. Financial Reports (June)**

Financial Reports for Central Services and Management Information Systems (MIS) were provided for review. No action taken.

**Discuss future meeting schedule. Set next meeting date** (Wednesday, September 5, 2018 at 9:00 a.m.

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

- Approval of the August 1, 2018 Infrastructure Committee minutes
- Discussion and possible action on courthouse parking lot reconfiguration / storm water plan
- Discussion and possible action on the Jefferson County Smoke Free Air Act
- Discussion on Strategic Planning action steps related to Building and Grounds
- Discussion and possible action on bids for HVAC, Roof and Demolition of Buildings
- Possible tour of buildings on the south campus
- Discussion and possible action related to building sponsorship

**21. Tour of Courthouse, Sheriff's Office & MIS Building**

The committee toured these facilities. No action taken.

**22. Adjourn**

Motion by Patrick; Second by Roberts to adjourn at 11:20 a.m. (Ayes-All) Motion Carried.