

Infrastructure Committee

MINUTES

Jefferson County Courthouse
311 S. Center Avenue, Room112
Jefferson, WI 53549

Wednesday, January 3, 2018

9:00 a.m.

Committee Members

Greg David-Chair, Dick Jones, John Kannard-Vice Chair, Gary Kutz, Laura Payne, Secretary

1. **Call to Order**

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

2. **Roll Call**

Greg David, Dick Jones, John Kannard, Laura Payne & Gary Kutz

Others Present: Ben Wehmeier, County Administrator

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**

Financial Reports (November)

7. **Approval of the December 4, 2017 Infrastructure Committee meeting minutes**

Motion by Kannard; Second by Kutz to approve the December 4, 2017 Infrastructure Committee meeting minutes as presented. (Ayes-All) Motion Carried.

8. **Update on electric system and sound system in the county boardroom**

Wehmeier said that staff is meeting with contractors to coordinate schedules. The software design is being worked on. The goal is that the project should be completed by the February County Board meeting. It will be an additional \$5,000 to scan and drill additional holes through the concrete floor. No action taken.

9. **Discussion and possible action on Strategic Planning Action Item #9 “Devise an infrastructure plan to improve our county road system and our building complexes”**

Staff is looking at facility maintenance software and other tools that would work with our new financial system. Wehmeier discussed possible projects that are being looked at for 2018. The committee will start with focus on the maintenance issues. No action taken.

10. **Update on highway satellite shop and old highway site**

Wehmeier gave the committee an update on the satellite shop. Staff will be meeting with our Sigma consultant and the Department of Natural Resources (DNR) to complete this project. No action taken.

11. **Financial Reports (November)**

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

12. **Discuss future meeting schedule. Set net meeting date (February 3, 2018)**

13. **Discuss potential agenda items for the Committee’s next meeting**

- Approval of the January 3, 2018 Infrastructure Committee minutes
- Discussion and possible action on Strategic Plan Action Item #9 “Devise an infrastructure plan to improve our county road system and our building complexes”
- Tour of MIS Building

14. **Adjourn**

Motion by Jones; Second by Payne to adjourn at 10:20 a.m. (Ayes-All) Motion Carried.