

Building and Grounds Committee

MINUTES

Wednesday, September 4, 2019

1. Call to Order

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

2. Roll Call

Greg David, Roger Lindl, Mary Roberts and Jim Schroeder.

Excused: Laura Payne

Others Present: Ben Wehmeier and County Administrator, Ryan Mundt, Human Services Supervisor, Brian Bellford, Human Services Administrative Services Manager and Frankie Fuller.

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

- Bid Handouts
- Draft Resolution – Accepting bid for the repair and improvement of the Human Services parking lot at the Lueder Haus building
- Bid Specifications for Lueder Haus Parking Lot project
- Drawing of Lueder Haus Parking Lot project

7. Approval of August 7, 2019 Building and Grounds Committee minutes

Minutes were provided for review.

Motion by Schroeder/Lindl to approve the August 7, 2019 Building and Grounds Committee minutes as printed. Motion passed 4-0.

8. Discussion and possible action on Approving bid for Lueder Haus parking lot project

A draft resolution and bid information were provided for review. Two bids were received from PLM in the amount of \$40,695.00 and Wolf Paving in the amount of \$48,069.00. Mundt is recommending the bid from PLM in the amount of \$40,695.00.

Motion by Lindl/Roberts to forward the resolution accepting the bid from PLM in the amount of \$40,695.00 to the County Board for their consideration. Motion passed 4-0.

9. Discussion on Jefferson County facilities and Implementation Process

Wehmeier gave an update on projects that need to be taken care of in our county facilities. Wehmeier has been discussing this with Maas Brothers Construction to

develop a total project scope. They are looking at bringing professional services in to help with these projects. No action taken.

10. **Financial Reports (YTD)**

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

11. **Discuss future meeting schedule. Set next meeting date:** October 2, 2019 at 8:30 a.m.

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

- a. Approval of Minutes from September 4, 2019

13. **Adjourn**

Motion by Lindl/Roberts to adjourn at 9:27 a.m.