

Building and Grounds Committee

MINUTES

Wednesday, December 4, 2019

1. **Call to Order**
Meeting was called to order by Payne at 9:00 a.m.
2. **Roll Call**
Greg David, Roger Lindl, Laura Payne, Mary Roberts and Jim Schroeder.
Excused:
Others Present: Ben Wehmeier and County Administrator 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**
 - Draft Resolution “Accepting Bid from Jefferson Glass to Replace All Interior Glass in the County Jail”
7. **Approval of September 4, 2019 Building and Grounds Committee minutes**
Minutes were provided for review.
Motion by David/Lindl to approve the September 4, 2019 Building and Grounds Committee minutes as printed. Motion passed 5-0.
8. **Discussion and possible action on accepting bid for Jail window Replacement Project**
A draft resolution “Accepting Bid from Jefferson Glass to Replace All Interior Glass in the County Jail” was provided for review. Only one bid was received.
Motion by Roberts/Lindl to forward the resolution accepting the bid from Jefferson Glass in the amount of \$63,700 to the County Board for their consideration. Motion passed 5-0.
9. **Discussion on Jefferson County facilities and Implementation Process**
Wehmeier said that an RFP has been issued. The recommendation will come back to this committee at the January meeting. Wehmeier said that it may be beneficial to hire a construction manager for the south campus projects. Wehmeier will work with Maas Bros Construction to get a scope and cost for this project. No action taken.
10. **Financial Reports (YTD)**
 - a. Central Services
 - b. Management Information Systems (MIS)Wehmeier reviewed the department financial status. No action taken.

11. **Discuss future meeting schedule. Set next meeting date:** January 7, 2020 at 8:30 a.m.
12. **Discuss potential agenda items for the Committee's next meeting**
 - a. Approval of Minutes from December 4, 2019
 - b. Discussion on Jefferson County facilities and Implementation Process
13. **Adjourn**
Motion by Lindl/Roberts to adjourn at 9:31 a.m.