

Building and Grounds Committee

(Via Zoom Videoconference)

MINUTES

Tuesday, April 7, 2020

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.

Others Present: Ben Wehmeier, County Administrator; Ron Locast, Potter Lawson; Levi Schubkegel, Potter Lawson ; Kevin Anderson, Potter Lawson; Doug Beilke, Maas Construction; Anthony Maas, Maas Construction; Anita Martin, Marc DeVries, Finance Director; County Board Supervisor Amy Rinard.

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**

None

7. **Approval of February 6, 2020 Building and Grounds Committee minutes**

Minutes were provided for review.

Motion by Schroeder/Roberts to approve the February 6, 2020 Building and Grounds Committee minutes as printed. Motion passed 4-0. (David abstained)

8. **Update from Potter Lawson on courthouse and sheriff facilities schematic design and mechanical systems project**

Handouts were provided for review. Locast and Anderson gave an update on the project. They will continue to have discussions with department heads and will set up a meeting with Wehmeier. They will begin to develop the stacking diagrams, block plans for locations and floor plans.

9. **Financial Reports (YTD)**

- a. Central Services
- b. Management Information Systems (MIS)

Financial Records were provided for review. No action taken.

10. **Discuss future meeting schedule. Set next meeting date:** May 6, 2020 – 9:00 a.m. via Zoom Videoconference. This meeting is tentative.

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

- a. Approval of Minutes from April 7, 2020
- b. Update from Potter Lawson

12. **Adjourn.**

Motion by Roberts/Schroeder to adjourn at 10:40 a.m.