

Building and Grounds Committee

(Via Zoom Videoconference and Courthouse, Room 205)

MINUTES

Wednesday, July 7, 2021

1. **Call to Order**

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

2. **Roll Call**

Members Present: Roger Lindl, Curtis Backlund

Members Present via Videoconference: Laura Payne, Greg David

Others Present: Ben Wehmeier, County Administrator, Supervisor Anita Martin, Marc DeVries, Frankie Fuller

Absent: Mary Roberts

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**

Martin talked about obtaining a building project expenses list for explaining to constituents and asked about the bonds interest rates.

6. **Communications**

None

7. **Approval of the June 2, 2021, Building and Grounds committee meeting minutes**

Minutes were provided for review.

Motion by Backlund/Lindl to approve the June 2, 2021, Building and Grounds Committee minutes as printed. Motion passed 4-0.

8. **Discussion and possible action authorizing a contract with Potter Lawson for design work related to the renovation/addition to courthouse and sheriff's office/jail**

Wehmeier shared a copy of the draft resolution "Entering into a contract with Potter Lawson to provide Schematic Design, Design Development, Construction Documentation and Contract/Construction Administration for the Jefferson County Courthouse, Sheriff's Office, and Jail". Wehmeier reviewed the resolution.

Motion by Backlund/Lindl to approve the resolution to contract with Potter Lawson for design work related to the renovation/addition to courthouse and sheriff's office/jail and forward to the County Board for their consideration. Motion passed 3-0 (David No)

9. **Discussion and possible action authorizing the county to issue a request for qualifications for an owner's representative related to the renovation/addition to courthouse and sheriff's office/jail**

Wehmeier is asking for guidance for authorization to issue a request for qualification.

Motion by Backlund/Lindl to approve issuing a request for qualifications for an owner's representative related to the renovation/addition to courthouse and sheriff's office/jail. Motion passed 4-0.

10. **Discussion and possible action related to construction management related to the renovation/addition to courthouse and sheriff's office/jail**

Wehmeier went over our options related to construction management. There are two options: 1. Construction management 2. General Contractor. The committee supports the construction manager to oversee this project. Wehmeier went over the construction phasing timeline. He recommends using construction management. Staff will prepare a resolution for committee review at the next meeting.

Motion by Backlund/Lindl to use construction management services for this project. Motion passed 4-0.

Motion by Backlund/Lindl to contract with Maas Bros Construction for construction management services. Motion passed 4-0.

11. **Discussion and possible action on bids for Annex Road watermain replacement**

A resolution was provided for review. Wehmeier reviewed the resolution and watermain project.

Motion by Lindl/Backlund to accept the bid from Wondra Construction and include alternate bids for a total of \$234,706.00 and forward to the county board for their consideration. Motion passed 4-0.

12. **Discussion and possible action on bids for electrical de-icing cable system/gutter replacement and metal roof repairs at Workforce Development**

A resolution was provided for review. Wehmeier reviewed the resolution and Workforce Development improvement projects.

Motion by Lindl/Backlund to accept the bid from FJA Christiansen Roofing for roofing repairs and improvements in the amount of \$24,944 and Ready Electric for electrical repairs and improvements in the amount of \$16,750. in the amount of and forward to the county board for their consideration. Motion passed 4-0.

13. **Update on South Campus projects**

Wehmeier said that this project is complete. Our Highway Department will be repaving the Health Department parking lot in the fall. The committee will plan a tour for a future meeting. No action taken.

14. **Discussion and possible action on courthouse and sheriff's office/jail building project**

Wehmeier said that he will bring back a resolution for construction management. Wehmeier and DeVries discussed debt financing for this project. No action taken.

15. **Financial Reports (YTD)**

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

Financial Reports were provided for review. No action taken.

16. **Discuss future meeting schedule. Set next meeting date:**

August 4, 2021, at 9:00 a.m.

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

- a. Approval of Minutes from July 7, 2021
- b. Discussion and possible action courthouse/sheriff building project
- c. Discussion and possible action on resolution to contract with Maas Bros. Construction for construction management services related to the renovation/addition to courthouse and sheriff's office/jail

18. **Adjourn**

Motion by Lindl/Backlund to adjourn at 10:17 a.m.