

Building and Grounds Committee

(Via Zoom Videoconference and Courthouse, Room 112)

MINUTES

Wednesday, September 1, 2021

1. **Call to Order**
Meeting was called to order by Payne at 9:00 a.m.
2. **Roll Call**
Members Present: Curtis Backlund, Mary Roberts, Laura Payne, Greg David
Absent: Roger Lindl
Others Present: Ben Wehmeier, County Administrator
Others Present via Videoconference: Ron Locast and Lindsey Czerwien, Potter Lawson
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 the August 4, 2021, Building and Grounds committee meeting minutes**
Minutes were provided for review.

Motion by Backlund/Roberts to approve the August 4, 2021, Building and Grounds Committee minutes as printed. Motion passed 5-0.
8. **Discussion and possible action on entering into a contract with Maas Brothers Construction for construction management services for Courthouse and Sheriff's Office/Jail**
The Finance Committee will review and discuss this contract at their next meeting. No action taken.
9. **Update on project timeline and status for Courthouse and Sheriff's Office Jail – Potter Lawson**
Locast gave the committee an update on what has been happening over the last few weeks. Design Engineers has been onsite reviewing the mechanical systems, Potter Lawson is verifying architectural conditions, Civil engineers have done all of the survey work and are developing their site survey, the request for proposal was sent for the Geotech report, met with the City of Jefferson for site plan review and variance process, met with Maas Bros. Construction and Design Engineers to discuss strategy for MAP systems, meeting with departments to review floor plans, exterior design will begin. No action taken.
10. **Update on South Campus Projects**
 - a. **Annex Road watermain replacement**
 - b. **Electrical de-icing cable system/gutter replacement and metal roof repairs at Workforce Development**
Wehmeier said Maas Bros Construction will be starting the watermain project mid-September. Maas Bros Construction is also working on the de-icing project, but it has been delayed. Both projects will be completed by the end of the year. The committee will tour this campus at a future meeting. No action taken.

11. **Discussion on future capital projects**

Wehmeier said they are finalizing the 2022 budget. He discussed capital project requests. No action taken.

12. **Financial Reports (YTD)**

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

Financial Reports were provided for review. No action taken.

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

September 30, 2021, at 1:30 p.m.

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

- a. Approval of Minutes from September 1, 2021
- b. Discussion and update on Courthouse and Sheriff's Office/Jail project

15. **Adjourn**

Motion by Backlund/David to adjourn at 10:52 a.m.