

Building and Grounds Committee

(Via Zoom Videoconference and Courthouse, Room 205)

MINUTES

Wednesday, November 17, 2021

1. **Call to Order**

Meeting was called to order by Payne at 10:00 a.m.

2. **Roll Call**

Members Present: Curtis Backlund, Laura Payne, Roger Lindl.

Members Present via Videoconference: Mary Roberts

Excused: Greg David

Others Present: Ben Wehmeier, County Administrator; Ron Locast, Potter Lawson; Mark Stafford, Maas Brothers Construction; Marc DeVries, Finance Director.

Others Present via Videoconference: Steve Wartgow, Design Engineers.

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 November 3, 2021, Building and Grounds committee meeting minutes**

Minutes were provided for review.

Motion by Backlund/Lindl to approve the November 3, 2021, Building and Grounds Committee minutes as printed. Motion passed 4-0.

8. **Discussion, update and possible action on updated schematic design for the courthouse and sheriff's office/jail**

County Board member comments and feedback. Backlund would like to make sure that the county board supervisors know that the HVAC efficiencies will save the county money long term. If the public or supervisors have questions, they can ask Wehmeier, Potter Lawson, or Maas Bros Construction. DeVries said he feels comfortable with the projections and scope of the project.

Schedule. Wehmeier discussed concerns with lead times and availability of materials. Locast provided an updated schedule for review. He discussed the changes to the schedule. Locast and Stafford talked about different bid package options. Stafford said that they would go to the County Board in September to approve the bids.

Phasing: Wehmeier shared some information on a tentative phasing plan.

Next steps: Locast explained that the schematic design is complete. Next step is the design development phase. Meetings will be set up with individual departments. They are starting to work on the structural design options. Design Engineers will be working on their plan and meeting with departments. A Kickoff Design meeting will be scheduled with the Team so that everything is

coordinated. The variance process with the City of Jefferson will begin in December. Site Plan approval with the City would follow. A security walkthrough with the jail is scheduled to discuss security upgrades. Locast has been meeting with code consultants to be sure we are meeting requirements in all areas.

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

- Tentative: December 20, 2021, at 9:00 a.m.

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

- a. Approval of Minutes from November 17, 2021
- b. Discussion and update on Courthouse and Sheriff's Office/Jail project

11. **Adjourn**

Motion by Backlund/Lindl to adjourn at 11:24 a.m.