

## Building and Grounds Committee

(Via Zoom Videoconference and Courthouse, Room 202)

### MINUTES

Tuesday, July 5, 2022

1. **Call to Order**  
Meeting was called to order by Backlund at 9:00 a.m.
2. **Roll Call**  
Members Present: Curtis Backlund, Jim Braughler, Roger Lindl, Robert Preuss, Mary Roberts  
Others Present: Ben Wehmeier, County Administrator; Kim Goetz, Maas Bros. Construction, Ron Locast, 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. **Election of Committee Chair and Vice Chair**  
No action taken.
5. **Review of the Agenda**  
No changes were made.
6. **Public Comment**  
Supervisor Walt Christensen submitted a written public comment regarding placing art in the County Board room after construction is complete. No action taken.
7. **Communications**  
None
8. **Approval of the June 7, 2022 committee meeting minutes**  
Draft minutes were provided for review.  
  
Motion by Braughler/Lindl to approve the June 7, 2022 committee meeting minutes. Motion passed 5-0.
9. **Update on 2022 Capital Project Process**  
Wehmeier introduced Kim Gretz, from Maas Bros. Gretz has an office in the building to manage the construction projects onsite. Gretz shared photos of the progress and gave the committee an update on projects including the judges secured entrance. Future projects include work at the Workforce Development Center and Fair Park. No action taken.
10. **Update on Courthouse/Sheriff/Jail Project**
  - a. **Update on Secured Courtroom**  
Wehmeier reviewed the memo from Judge Hue regarding the secure courtroom request. The secure courtroom will be used as a flex space that can be used for high profile or certain family cases when more security is needed. No action taken.
  - b. **Update on Audio Visual Consultant**  
Wehmeier said that we will be working with Pro Audio Design out of Waukesha. We reached out to AVI, but they chose not to give us a quote on the work. No action taken.
  - c. **Update on schedule/timelines and proposed approval processes:**

Tentative Timeline	
July 22 <sup>nd</sup>	Construction drawings complete
July 25 <sup>th</sup>	Bid packages will go out

August 11 <sup>th</sup>	Estimated date for bids due
August 16 <sup>th</sup>	Open bid packages at 1 pm
August 22 <sup>nd</sup>	Joint Building and Grounds/Finance at 8:30 am
August 23 <sup>rd</sup>	County Board Meeting 7:00 pm

**d. Update on construction phasing plan**

Wehmeier gave an update on the plan for phasing. The fencing and additions are scheduled to begin in September. Abatement and some demolition will begin in October. November will be the completion of the demolition and the beginning of construction. No action taken.

**e. Update, discussion, and possible action related to temp office space**

Wehmeier shared a map of temp locations. No action taken.

**11. Financial Reports (YTD)**

- Central Services
- Management Information Systems

Financial reports were provided for review. No action taken.

**12. Discuss future meeting schedule. Set next meeting dates:**

Building and Grounds Committee – August 2<sup>nd</sup> at 9:00 a.m.

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

- a. Approval of July 5, 2022, Building and Grounds Committee meeting minutes
- b. General Update
- c. Capital Projects
- d. Discussion on notification to staff and the public that once construction begins, there will be no entry unless it is with an organized tour.

**14. Adjourn**

Motion by Lindl/Roberts to adjourn at 10:45 a.m.