

Building and Grounds Committee

(Via Zoom Videoconference and Courthouse, Room 205)

MINUTES

Wednesday, February 2, 2022

1. **Call to Order**

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

2. **Roll Call**

Building and Grounds Members Present: Laura Payne, Roger Lindl

Building and Grounds Members Present via Videoconference: Curtis Backlund, Greg David

Excused: Mary Roberts

Others Present: Ben Wehmeier, County Administrator; Ron Locast, Lindsey Lindsay Czerwien, Potter Lawson; Mark Stafford, Maas Brothers Construction

Others Present via Videoconference: Supervisor Anita Martin, Joan Callan, Supervisor Walt Christensen

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 January 6, 2022, Building and Grounds committee meeting minutes**

Minutes were provided for review.

Motion by Lindl/Backlund to approve the January 7, 2022, Building and Grounds meeting minutes.

Motion passed.

8. **Discussion, update, and possible action on the design development phase for renovation and additions to the Courthouse/Jail/Sheriff project**

Locast gave an update on the building project. All department floor plans are being finalized. There may be office space added to the lower level for the Maintenance Director. Variance paperwork will be submitted to the City of Jefferson by the end of the week. Working on placement of mechanical routes. Technology meetings will be scheduled. The structural engineers are working on their design.

Meeting notes on discussions to clarify Scope of Work for this project were provided for review and shared at the meeting. Locast went through the notes and discussed the list of items that needed clarification.

Furring out exposed concrete block walls with drywall was discussed. The committee, except for David, is in favor of including the installation of drywall as part of the project. These meeting notes can be found in the handout section on the county website.

The goal is to have the final drawings submitted to Maas Bros by the end of February, the design development documents completed by March 18th. A special meeting of the Building and Grounds Committee will be scheduled the week of March 28th to meet with consultants go over the project page by page. No action taken.

Curtis Backlund left meeting at 10:37 a.m.

9. **Discuss future meeting schedule. Set next meeting date:**
 - Building and Grounds Committee - March 2, 2022 – 9:00 a.m.
 - Special meeting the week to be scheduled the week of March 28th
10. **Discuss potential agenda items for the Committee's next meeting**
 - a. Approval of Joint Committee Minutes from January 6, 2022
 - b. Approval of February 2, 2022, Building and Grounds Committee meeting minutes
 - c. Discussion, update, and possible action on the design development phase for renovation and additions to the courthouse and sheriff's office/jail
 - d. Update on capital projects
11. **Adjourn**

Motion by Lindl/Payne to adjourn at 11:05 a.m.