

Building and Grounds Committee

(Via Zoom Videoconference and Highway Committee Room)

MINUTES

Friday, July 7, 2023

1. **Call to Order**

Meeting was called to order by Backlund at 9:30 a.m.

2. **Roll Call**

Members Present: Curtis Backlund, Jim Braughler, Robert Preuss

Members Present via ZOOM: Mary Roberts

Members Excused: Roger Lindl

Others Present: Ben Wehmeier, County Administrator; Mark Stafford, Maas Bros Construction; Greg Gardner and Alex Young, RSC.

Others Present via ZOOM: Kim Gretz, Maas Bros Construction; Ryan Hayes, Director of Facilities Management; 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**

No action taken.

6. **Communications**

None

7. **Approval of the June 6, 2023 committee meeting minutes**

Draft minutes were provided for review.

Motion by Braughler/Preuss to approve the June 6, 2023 committee meeting minutes. Motion passed 4-0.

8. **Discussion and possible action on Resolution – Authorizing entering into a contract with lowest qualified bidder for roofing project at courthouse**

A draft resolution was provided for review. We received one bid from Pioneer Roofing in the amount of \$703,000.00. The committee and consultant discussed the benefits of moving forward with this project.

Motion by Braughler/Preuss to accept the bid from Pioneer Roofing, Johnson Creek, in the amount of \$703,000.00 and forward to the County Board for their consideration. Motion passed 4-0.

9. **Discussion and possible action on authorizing furniture procurement through state bid**

A draft resolution was provided for review. Wehmeier said that the 2021 state contract pricing is locked in.

Motion by Braughler/Preuss to enter into a contract with M & M Office Interiors for procurement of office furniture through the state contract in the amount of \$1,280,000 and forward to the County Board for their consideration. Motion passed 4-0.

10. **Discussion and possible action on purchase and financing of new county-wide phone system**

A draft resolution was provided for review. Wehmeier explained that our current phone system is at the end of life. Staff recommends MITEL Communications, Inc. for replacement of the phone system.

Motion by Braughler/Roberts to enter into a 5-year agreement with MITEL Communications, Inc. for replacement of the phone system and forward the resolution to the County Board for their consideration. Motion passed 4-0.

11. **Update on courthouse/sheriff/jail project**

Photos of the project were shared and Gretz and Wehmeier gave an update. No action taken.

12. **Financial Reports (YTD)**

- Central Services
- Management Information Systems

Financial reports were provided for review. No action taken.

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

- a. Approval of July 7, 2023, Building and Grounds Committee meeting minutes
- b. Update on schedule for Courthouse/Sheriff/Jail Project
- c. Updates on projects and contingency
- d. IT Projects Update

Next meeting Monday, August 7, 2023 at 8:30 a.m. – Highway Committee Room.

14. **Adjourn**

Motion by Preuss/Roberts to adjourn at 10:43 a.m.