

Building and Grounds Committee

(Via Zoom Videoconference and Highway Committee Room)

MINUTES

Tuesday, November 7, 2023

1. **Call to Order**
Meeting was called to order by Backlund at 8:30 a.m.
2. **Roll Call**
Members Present: Curtis Backlund, Jim Braughler, Roger Lindl, Robert Preuss, Mary Roberts
Others Present: John Rageth, IT Director; Ryan Hayes, Director of Facilities Management, Michael Luckey, Administration
Others present via Videoconference: Chief Hunter, Sheriff's Office
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 October 3, 2023 committee meeting minutes**
Draft minutes were provided for review.

Motion by Braughler/Lindl to approve the October 5, 2023 committee meeting minutes. Motion passed 5-0.
8. **Update on courthouse/sheriff/jail project**
Photos of the project were shared and Hayes gave an update. Hayes gave an update on the final move in dates to complete Phase I. No action taken.
9. **Updates on projects and contingency**
Hayes said that the roof project is complete. No action taken.
10. **Financial Reports (YTD)**
 - Central Services
 - Management Information SystemsFinancial reports were provided for review. No action taken.
11. **Discuss potential agenda items for the Committee's next meeting**
 - a. Approval of November 7, 2023, Building and Grounds Committee meeting minutes
 - b. Update on schedule for Courthouse/Sheriff/Jail Project
 - c. IT Project UpdateNext meeting Tuesday, December 5 2023 at 8:30 a.m. – Jefferson County Courthouse
12. **Adjourn**
Motion by Lindl/Roberts to adjourn at 8:53 a.m.