

## Building and Grounds Committee

(Via Zoom Videoconference and Highway Committee Room)

### MINUTES

Tuesday, December 5, 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:
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 November 7, 2023 committee meeting minutes**  
Draft minutes were provided for review.  
  
Motion by Braughler/Lindl to approve the November 7, 2023 committee meeting minutes. Motion passed 5-0.
8. **Update on courthouse/sheriff/jail project**  
Photos of the building project were shared. Wehmeier and Hayes gave an update on the progress of the building project and what is being done to resolve the issues with the water leak. No action taken.
9. **Updates on projects and contingency**  
A written report on IT projects was provided for review. Rageth went over key projects. Hayes said . 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 December 5, 2023, Building and Grounds Committee meeting minutes
  - b. Update on schedule for Courthouse/Sheriff/Jail Project
  - c. IT Project UpdateNext meeting Tuesday, January 2, 2023 at 8:30 a.m. – Jefferson County Courthouse
12. **Adjourn**  
Motion by Lindl/Roberts to adjourn at 9:26 a.m.