

**Building and Grounds Committee**  
(Via Zoom Videoconference and Jefferson County Courthouse)

**MINUTES**

Thursday, September 5, 2024

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; Michael Luckey, Administration; Ben Wehmeier, County Administrator  
Others present via ZOOM: Ryan Hayes, Director of Facilities Management
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 August 5, 2024 committee meeting minutes**  
Draft minutes were provided for review.  
  
Motion by Braughler/Lindl to approve the August 5, 2024 committee meeting minutes. Motion passed 5-0.
8. **Update on courthouse/sheriff/jail project**  
Photos of the building project were shared. Wehmeier and Hayes went over move dates and timelines. The Sheriff's Office and MIS should be moved into their offices by the end of the month. Staff is working on licensing and hardware issues with the audiovisual contractor. No action taken.
9. **Discussion and possible action on jail ventilation change order**  
Wehmeier talked about the need for this work. The cost of this project is \$472,249.59.  
  
Motion by Backlund/Lindl to approve the Resolution – Authorizing Courthouse/Jail Project Change Order – Jail Ventilation and forward to the County Board for their consideration. Motion passed 5-0.
10. **Updates on projects and contingency**  
Wehmeier gave an update. No action taken.
11. **IT Project Update**  
A written report was provided for review. Rageth went over the report and talked about some issues they are dealing with and projects they are working on. No action taken.
12. **Discussion and possible action on Fair Park & Parks Maintenance facility cameras**  
No action taken.
13. **Financial Reports (YTD)**
  - a. Central Services
  - b. Management Information SystemsFinancial reports were provided for review. No action taken.
14. **Discuss potential agenda items for the Committee's next meeting**
  - a. Approval of September 5, 2024, Building and Grounds Committee meeting minutes
  - b. Updates on projects and contingency
  - c. IT Project Update

- d. Discussion and possible action on Fair Park & Parks Maintenance facility cameras
- e. Discussion and possible action on roofing projects at Fair Park
- f. Update on schedule for Courthouse/Sheriff/Jail Project

Next meeting Monday, October 7, 2024 at 8:30 a.m. Jefferson County Courthouse

15. **Adjourn**

Motion by Lindl/Roberts to adjourn at 9:14 a.m.