

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

MINUTES

Monday, November 4, 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, Mary Roberts
Members Present via ZOOM: Robert Preuss
Others Present: John Rageth, IT Director; Michael Luckey, Administration; Ben Wehmeier, County Administrator; Ryan Hayes, Director of Facilities Management
Others present via ZOOM: Chief Don Hunter
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 October 7, 2024 committee meeting minutes**
Draft minutes were provided for review.
Motion by Braughler/Lindl to approve the October 7, 2024 committee meeting minutes. Motion passed 5-0.
8. **Update on courthouse/sheriff/jail project**
Wehmeier shared photos of the building project. Hayes and Wehmeier talked about issues with AVI and the adjusted timeline. Wehmeier shared the schedule for the ventilation upgrade in the jail. No action taken.
9. **Updates on projects and contingency**
Wehmeier gave an update. No action taken.
10. **IT Project Update**
A written report was provided for review. Rageth went over the report. Cameras will be installed at Fair Park. No action taken.
11. **Discussion and possible action on Fair Park & Parks Maintenance facility cameras**
Cameras for Fair Park and the Parks Maintenance facility are not included in the 5-year capital plan currently. No action taken.
12. **Financial Reports (YTD)**
 - a. Central Services
 - b. Management Information SystemsFinancial reports were provided for review. Wehmeier talked about some projects that have been included in the Central Services operational budget. No action taken.
13. **Discuss potential agenda items for the Committee's next meeting**
 - a. Approval of November 4, 2024, Building and Grounds Committee meeting minutes
 - b. Updates on projects and contingency
 - c. IT Project Update
 - d. Update on schedule for Courthouse/Jail Project

Next meeting Monday, December 2, 2024 at 8:30 a.m. Jefferson County Courthouse

14. **Adjourn**

Motion by Lindl /Roberts to adjourn at 9:03 a.m.