

Building and Grounds Committee

(Via Zoom Videoconference and Jefferson County Courthouse)

MINUTES

Tuesday, March 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, Robert Preuss, Mary Roberts
Members Absent: Jim Braughler, Roger Lindl
Others Present: Ben Wehmeier, County Administrator; Ryan Hayes, Director of Facilities Management, Michael Luckey, Administration
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 February 5, 2024 committee meeting minutes**
Draft minutes were provided for review.

Motion by Preuss/Roberts to approve the February 5, 2024 committee meeting minutes. Motion passed 3-0.
8. **Update on courthouse/sheriff/jail project**
Photos of the building project were shared. Wehmeier and Hayes talked through the next phases and the timeline. No action taken.
9. **Discussion and possible action on change request related to the Courthouse and Sheriff Project**
Wehmeier shared a spreadsheet of future change items for the courthouse and sheriff project. Wehmeier talked issues with the lighting in the jail. Wehmeier asked the committee if we should consider updating the electrical while the ceilings are open. Updating the electrical would help with safety, efficiency, and long-term needs.

Wehmeier talked about a request from the courts to easily lock down courtrooms. This would be a \$90,000 project. No action taken.
10. **Updates on projects and contingency**
Wehmeier shared a spreadsheet of projects and contingency items. No action taken.
11. **IT Project Update**
No update was given.
12. **Discussion and possible action on artwork for the courthouse**
Hayes said that he met with Supervisor Christensen. Hayes is looking at ways to use a rail system to mount pictures instead of patching walls. No action taken.
13. **Discussion on PSC Rural Energy Startup Program (ESP)**
Luckey submitted the application and is waiting for a response. No action taken.

14. **Financial Reports (YTD)**

- Central Services
- Management Information Systems

Financial reports were provided for review. No action taken.

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

- a. Approval of March 5, 2024, Building and Grounds Committee meeting minutes
- b. Updates on projects and contingency
- c. IT Project Update
- d. Updates on projects and contingency
- e. Update on schedule for Courthouse/Sheriff/Jail Project
- f. Discussion on PSC Rural Energy Startup Program (ESP)

Next meeting Tuesday, April 2, 2024 at 8:30 a.m. – Jefferson County Courthouse

16. **Adjourn**

Motion by Preuss/Roberts to adjourn at 9:30 a.m.