

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

MINUTES

Monday, August 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: Ryan Hayes, Director of Facilities Management; John Rageth, IT Director; Michael Luckey, Administration; Ben Wehmeier, County Administrator
Others present via ZOOM: Chief Don Hunter, Becky Roberts, Fair Park Director
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**
Wehmeier said that we have received the contract for PSC for energy grant.
7. **Approval of the July 1, 2024 committee meeting minutes**
Draft minutes were provided for review.

Motion by Braughler/Roberts to approve the July 1, 2024 committee meeting minutes. Motion passed 5-0.
8. **Update on courthouse/sheriff/jail project**
Photos of the building project were shared. The first-floor courtrooms and jury rooms are completed. Demo on the second floor is being done early mornings before business hours. Wehmeier and Hayes described the photos and went over the timeline. No action taken.
9. **Updates on projects and contingency**
Wehmeier talked about ventilation and ADA needs in the jail. No action taken.
10. **IT Project Update**
Rageth gave a verbal report on IT projects. No action taken.
11. **Discussion and possible action on Fair Park & Parks Maintenance facility cameras**
Backlund discussed the need for cameras at the Fair Park & Parks maintenance facilities. Roberts talked about cameras from a marketing and security standpoint. The fiber infrastructure is in place at Fair Park to do this. There are other county facilities that could benefit from cameras once the infrastructure is in place. No action taken.
12. **Financial Reports (YTD)**
 - Central Services
 - Management Information Systems – Hayes said that the Building & Maintenance Supervisor position is filled.Financial reports were provided for review. No action taken.
13. **Discuss potential agenda items for the Committee's next meeting**
 - a. Approval of August 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. Update on schedule for Courthouse/Sheriff/Jail Project

Next meeting Thursday, September 5, 2024 at 8:30 a.m. Jefferson County Courthouse

14. **Adjourn**

Motion by Lindl/Roberts to adjourn at 9:33 a.m.