

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

MINUTES

Monday, February 3, 2025

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, Michael Luckey, John Fox, Marc DeVries.
3. **Certification of compliance with the Open Meetings Law**
Luckey 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**
Luckey said he received an email from Supervisor Kutz related to courthouse tours.
7. **Introduction of John Fox – Director of Facilities Management pending County Board approval**
John Fox introduced himself and talked about his background. No action taken.
8. **Approval of the December 2, 2024 committee meeting minutes**
Draft minutes were provided for review.

Motion by Braughler/Lindl to approve December 2, 2024 committee meeting minutes. Motion passed 5-0.
9. **Update on courthouse/sheriff/jail project**
Luckey gave a verbal update. No action taken.
10. **Updates on projects and contingency**
DeVries and Luckey gave an update on projects and contingency. No action taken.
11. **IT Project Update**
A written report was provided for review. Rageth went over the report. No action taken.
12. **Financial Reports (YTD)**
 - a. Central Services
 - b. Management Information SystemsFinancial reports were provided for review. No action taken.
13. **Discuss potential agenda items for the Committee's next meeting**
 - a. Approval of January 3, 2025 Building and Grounds Committee meeting minutes
 - b. Updates on projects and contingency
 - c. IT Project Update
 - d. Update on schedule for Courthouse/Jail ProjectNext meeting Monday, March 3, 2025 at 8:30 a.m. Jefferson County Courthouse
14. **Adjourn**
Motion by Preuss/Lindl to adjourn at 9:04 a.m.