

**Jefferson County Board
Committee Minutes**

January 16, 2008

Infrastructure/Veterans Committee

1. Call to order

Meeting called to order by Rick Kuhlman at 1:00 p.m.

2. Roll call

Infrastructure Members Present: Rick Kuhlman, Robert Yachinich John Kannard,
Absent: Carol Knox, Rodney Laudenslager & John Kannard
John Kannard present at 1:04 p.m.

Others Present: Gary Petre, Sharon Schmeling, Phil Ristow, Mark Miller, Mike Marasch, Chief Deputy Kevin Stapleton, Sheriff Paul Milbrath, Yvonne Duesterhoeft, Carla Robinson, Judge Randy Koschnick, Pete Weston

3. Certification of compliance with the Open Meetings Law

The Administrator's Office reported that the meeting was properly noticed in compliance with the law.

4. Review of the Agenda: No changes were made to the agenda.

5. Citizen Comments None

6. Approve Minutes from December 13, 2008 Meeting

Motion made by Kuhlman; Seconded by Yachinich; (Motion Carried)

7. Follow up on structural engineer inspection of Countryside roof

Phil Ristow gave the committee an update on the inspection of Countryside's roof.

8. Status of Veteran's transportation program

Yvonne Duesterhoeft updated the committee on the transportation program. She discussed the financial form we are currently asking our veterans to fill out.

Motion made by Kuhlman; Seconded by Yachinich; to eliminate the use of the financial form (Motion Carried)

9. Courthouse Entrance Update

Pete Weston distributed a preliminary drawing for the courthouse entrance. The estimated cost of this project would be between \$120,000 - \$140,000 not including architectural service fees. Security personnel will be asked to review the plans. The committee recommended that a resolution be forwarded to the County Board for approval to hire an architect, to get final drawings, and approve financing from the Fund Balance for this project.

Motion made by Kuhlman; Seconded by Yachinich; to forward a resolution to County Board. (Motion Carried)

10. Courthouse space needs including County Board room, Family Court Commissioner's Office

Phil discussed the available space and the needs of these departments.

- 11. Relocation of the Emergency Management Office to the Sheriff's Department**
Petre, Milbrath & Stapleton explained the reasoning behind relocating the Emergency Management Office to the Sheriff's Department. The Finance Committee has approved the transfer of funds from contingency. It was forwarded to the Infrastructure/Veterans Committee for their review.

Motion made by Kannard; **Seconded by** Yachinich; to proceed with this project, not to exceed \$13,000 **(Motion Carried)**
- 12. Recommend contract to install new Microsoft Office/VISTA software on county pc's**
Ristow explained to the committee that MIS had a quote to install new software on the county pc's.

Motion made by Kuhlman; **Seconded by** Kannard; to forward a resolution to County Board to award this project to the lowest bidder, not to exceed \$35,000. **(Motion Carried)**
- 13. Possible Tour of County Board Room, Register in Probate and Family Court Commissioner's Offices**
The committee went on a tour of the County Board Room, Register in Probate and Family Court Commissioner's Offices.
- 14. Set Committee's meeting dates and discuss potential items for future agendas**
February 20th, 2007 at 1:00 p.m.
- 15. Adjourn**
Yachinich made a motion to adjourn; Seconded by Kannard; 2:55 p.m. (Motion Carried)