

Jefferson County Board Committee Minutes

May 21, 2008

Infrastructure Committee

1. Call to order

Meeting called to order by Supervisor Kannard at 8:31 a.m.

2. Roll call

Infrastructure Members Present: James Braughler, Richard Jones, John Kannard, Donald Reese, Carol Ward Knox

Others Present: Corporation Counsel Phil Ristow, County Board Chair Sharon Schmeling, Mark Miller, Maintenance Manager, Barbara Frank County Clerk, Deputy Brawders, Deputy Schultz, Sgt. Haferman, Staci Hoffman, Register of Deeds and Pete Weston from Design Alliance Architecture.

Ryan Whisner, Jefferson County Daily Union present at 9:00 a.m.

3. Certification of compliance with the Open Meetings Law

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

4. Review of the Agenda: No changes were made

Motion by Supervisor Knox; Second by Supervisor Reese to follow agenda as printed.

5. Public Comments

Stacie Hoffman expressed concern that the windows in the Register of Deeds office would be blocked with the new security entrance addition and also that the security area was not staffed until the end of the day.

6. Approve Minutes from the March 19, 2008 and May 7, 2008 Meeting

Motion made by Supervisor Kannard; Seconded by Supervisor Jones to approve the minutes from the March 19, 2008 committee meeting as written. (Ayes-All).

Motion made by Supervisor Reese; Seconded by Supervisor Jones to approve the minutes from the May 7, 2008 committee meeting as written. (Ayes-All).

7. Update on Facility Maintenance Division

This item will be tabled until the next committee meeting.

8. Review and discuss changes to Board Rules relating to the Infrastructure Committee

Phil Ristow discussed changes with the committee members. This item will be tabled until the next committee meeting.

9. Discussion and possible action on cost estimates of options to address additional courthouse parking needs.

Phil Ristow contacted the Dental Office and received no response.

10. Discussion and possible action on Design Alliance Architects, Inc. plan for a courthouse security addition and front entrance redesign.

The committee reviewed plans for the courthouse security entrance addition. Sgt. Haferman and the deputies shared their thoughts and concerns on the drawings. The group viewed the footprint of the addition. Pete Weston will revise the drawings and get them to Central Services and Sheriff's Department Security Staff. Final plans will be distributed to the Infrastructure Committee for their review as soon as they are available. The committee will meet on Tuesday, May 27th at 4:00 p.m. to discuss the final drawings.

11. Discussion and possible action on a Courthouse Landscape Design

An amended proposal was provided for the committee to review.

12. Discussion and possible action on the vacating and potential utilization of office space at the Workforce Development Center

This item was brought to the committee for their information at this time. There may be potential office space that the County may utilize in the future.

13. Status report from the Courthouse Maintenance Manager on the remodeling of office space for the Family Court Counseling staff.

Mark Miller told the Committee that the contractors were on schedule and that the project should be completed by the end of the month.

14. Highway Department Facility Study update

Sharon Schmeling informed the Committee that we are waiting for the final report. There will be tours offered to view the Highway facility in the future.

15. Courthouse facilities tour

The committee toured the courthouse

16. Set future committee dates

- May 27, 2008 4:00 p.m.
- June 18, 2008 8:30 a.m.
- July 23, 2008 8:30 a.m.
- August 20, 2008 8:30 a.m.

17. Potential items for the May 27th meeting

- Discussion and possible action on Design Alliance Architects, Inc. plan for a courthouse security addition

Potential items for the June 18th meeting

- Update on Facility Maintenance Division
- Review and discuss changes to Board Rules relating to the Infrastructure Committee
- Update on landscape design

18. Adjourn

Supervisor Jones made a motion to adjourn; Seconded by Supervisor Reese; 11:02 a.m. (Ayes-All)