

**Jefferson County Board  
Committee Minutes**

**October 9, 2008**

**Infrastructure Committee**

**1. Call to order**

Meeting called to order by Supervisor Kannard at 3:05 p.m.

**2. Roll call**

James Braughler, Richard Jones, John Kannard, Carol Ward Knox. Donald Reese present at 3:10 p.m.

Others Present: Phil Ristow – Corporation Counsel, Mark Miller – Maintenance Supervisor, Gary Petre – County Administrator, Paul Milbrath – Sheriff, Duane Scott – Captain, Jerry Haferman – Sergeant, Earlene Ronk – Countryside Administrator, Ryan Whisner - Jefferson County Daily Union Reporter, Carla Robinson – Clerk of Courts, Randy Koschnick - Judge.

**3. Certification of compliance with the Open Meetings Law**

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

**4. Review of the Agenda:** Item 9 was moved between 6 & 7

**5. Public Comment**

None

**6. Approval of the September 18, 2008 Infrastructure Committee meeting minutes**

Motion made by Supervisor Jones; Second by Supervisor Braughler to approve the September 18, 2008 as written. (Ayes – All)

**7. Discussion and possible action on courthouse front and back entrance landscape plans**

This item was discussed with Item 9. The estimated cost for landscaping is \$21,045

**8. Discuss cost of full-time Sheriff's Department staffing for the security entrance**

Captain Duane Scott and Sheriff Paul Milbrath informed the committee that the cost of staffing the security entrance full-time would be approximately \$54,230.

**9. Discussion and possible action on bids for the courthouse security entrance**

Two bids were received for the project.

- Maas Bros Construction           \$312,700
- JP Cullen & Sons, Inc.           \$361,506

Motion by Supervisor Knox; Second by Supervisor Reese to submit a report to the County Board with a recommendation not to proceed with the courthouse security entrance at this time due to lack of funding. (Ayes – All)

**10. Update on Countryside roof repair**

Phil Ristow told the Committee that the roof repair is finished. The cost for construction was \$18,700 with an additional \$3,500 in professional fees. The County will attempt to collect these charges from the architect who drew the original plans.

**11. Status report on the remodeling of Room 124 as a court hearing room and Room 220 as a jury assembly room.**

Gary Petre explained that at the last Finance Committee meeting held on September 22 they supported funding for the remodeling of Room 124. Carla Robinson told the committee that she has \$17,000 in her budget that could go toward the remodeling of Room 220 as a jury assembly room. Supervisor Reese suggested using County staff to complete these projects to keep costs down.

Motion made by Supervisor Jones; Second by Supervisor Braughler to proceed with the remodeling of Room 124 and Room 220 with the possibility of County staff assisting and using the alternate funding from the Clerk of Courts budget. (Ayes-All)

**12. Update on operational audit of MIS Department**

Gary Petre told the committee that the resolution for requesting approval for the audit of the MIS Department is on the County Board Agenda scheduled for October 14, 2008.

**13. Potential items for the Committee's next meeting**

There were no items to address at this time.

**14. Set future Committee meeting dates**

The Infrastructure Committee meeting scheduled for October 15<sup>th</sup> is cancelled. The next scheduled meeting is November 19, 2008 at 8:30 a.m.

**15. Adjourn**

Supervisor Reese made a motion to adjourn; Seconded by Supervisor Jones; 3:50 p.m. (Ayes-All)