

Building and Grounds Committee AGENDA

Videoconference or
Conference Rm. C2003
Courthouse Bldg.
311 S Center Avenue
Jefferson, WI 53549

Monday, March 2, 2026
8:30 a.m.

Building and Grounds Committee Members

Curtis Backlund, Jim Braugher, Roger Lindl, Robert Preuss, Mary Roberts

1. Call to order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Review of the Agenda
5. Public Comment
(Members of the public who wish to address the committee on specific agenda items must register their request at this time)
6. Communications – auction items
7. Approval of February 2, 2026 Building and Grounds Committee Minutes
8. February 17th power and IT outage
9. Updates on other projects:
 - a. Courthouse projects: video surveillance enhancements, security film on glass openings
 - b. Fair Park: Interior lighting grant project
 - c. Human Services: Security/access controls at UWC suite entrance
10. IT Project Update
11. Financial Reports (YTD)
 - a. Central Services
 - b. Management Information Systems (MIS)
12. Discussion and possible action on future meeting dates and agenda items
Next meeting scheduled for Monday, April 6, 2026 at 8:30 a.m.
13. Adjourn

[Join the meeting now](#)

Meeting ID: 276 419 923 913 5

Passcode: Sf6xj3He

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.

Building and Grounds Committee
Meeting Minutes
Monday, February 2nd, 2026

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, and Robert Preuss

Absent: Roger Lindl and Mary Roberts

Others Present: Michael Luckey, John Fox, Jess Holmes and John Rageth

Others Present via Teams: Brent Ruehlow, Brian Bellford, and Becky Roberts

3. Certification of Compliance with Open Meetings Law

Luckey reported that the meeting agenda was properly noticed in compliance with the law

4. Review of Agenda

No changes were made. Preuss moved to approve the agenda as published. Seconded by Braughler. Motion passed

5. Public Comment - None

6. Communications

Fox shared auction items that sold, a boiler unit and a condenser unit

7. Approval of January 5th, 2026, Building and Grounds Committee Minutes

Braughler moved to approve previous meeting minutes, Preuss seconded. Passed

8. Updates on the Human Services power outage

Fox explained that the sensitivity on the three phase service was moved and this unit is supported by a generator moving forward

9. Updates On Projects

- a. **Courthouse:** security film waiting on final proposal. The temporary office movement has been explained to all staff whom this affects. Employees were asked to make arrangements for other seating and extraction of personal private items during this time. Video surveillance is waiting on proposal.
- b. **Fair Park:** in process of selecting interior light fixtures. Signatures are on contracts
- c. **Human Services:** will proceed with two new card readers for the UW Center
- d. **Highway:** current software equipment will move forward with updates. Discussed long term replacements as well
- e. **Legacy MIS Building demolition:** continue as planned for 2027

10. Resolution of Fair Park LED lighting project

Came in on January 13th, 2026. Resolution given in handout. Motion to move to the County Board by Backlund and seconded by Braughler. Motion Passed

11. Review and approval of ADA improvements to community housing property

Ruehlow gave overview of the approved Logan's Heart & Smiles Plan. Handout was given with plans and drawings. Concerns to the functionality and size were addressed and Ruehlow will present the project coordinator with the details. Motion to approve by Braughler and was seconded by Backlund. Motion Passed

12. IT Project Update

A report was provided for review. Rageth reviewed some of the projects. No action taken

13. Financial Reports (YTD)

a. Central Services

Will come in under budget, see handout, balance rollover will go toward the general fund with possible funds for Room C2003 window shading and privacy coverings.

b. Management Information Systems (MIS)

Will come in at budget

14. Discussion and possible action on future meeting dates and agenda items

Next Meeting is scheduled for Monday, March 2, 2026, at 8:30 a.m.

15. Adjourn

Motion by Backlund to adjourn at 9:10 a.m. Seconded by Preuss. Motion passed

MIS February

2026

I will be off February 18th - February 29th

ADMIN/HR/Corp Counsel:

Telecommuting, working with Aristotle / looking at other options to replace Aristotle
Creating an agenda and a resolution form

County Board :

We will contact AVI-SPL because the front and back microphones were not working during the testing before the County Board or the department head meeting. Needed to reset the unit in the closet.

Training staff in the department to effectively manage the County Board meetings.
Setting up new iPads for the County Board members

Child Support:

Fair:

Land Records/Zoning/ Land and Water Conservation:

holding monthly meetings to discuss the project's progress.
Improving the sanitary permitting system

Treasurer:

Working on the new requirements for the Credit card process

Clerk of Courts:

Finance:

Munis (monthly updates ongoing)
Update Munis TCM to the latest version

Veterans Services:

Parks:

Highway:

Having the Switch cabinet cleaned in the garage area

There are only a few access points that remain

Register of Deeds:

UW Extension:

County Clerk:

DA:

Sheriff/EOC:

We are working with CIS to allow the Sheriffs to access data over their phones(completed)
Had a meeting with Tracy to discuss the expectations for the MIS in the event of an emergency.

HUMAN SERVICES/ Health:

Billing changes
Note monitoring
Replacing the protective payee system

MIS:

Software *Development*:

Locking down security on the IFS (ongoing)
Verifying Anti-Virus results on the IBMi (ongoing)
Fix errors on the server log (ongoing)
508 law ADA compliance

Networking:

Working on GIS server issues, completed
Ordered the new Switches Workforce and Human Services
Cyber security with MS-ISAC and EI-ISAC (monthly)
ThinkGard Recovery Test
Started implementation of ZTNA (Zero trust network access) !!
Need to update file director servers that are running 2016 EOL in 2027
AVI-SPL contract renewal (completed)
FRSecure started the Pen Test
Onboarding review

An overview of your Sophos protection.
 Reports - An overview of your Sophos protection.

Overview

Highlights

- 1,049 Total threats blocked
- 611 Total assets protected
- 504 Websites blocked and warned

Users and Devices

- 603 Users protected
- 566 Computers protected
- 45 Servers protected



Licensing and Usage

License details

Sophos XDR - User expiring on Oct 16, 2026, 8:58 PM	533600
Sophos XDR - Server expiring on Oct 16, 2026, 8:58 PM	45184

These usage numbers are based on a daily calculation which may not correspond to your billing statement.

02/26/2026
13:52:28

Jefferson County
FLEXIBLE PERIOD REPORT

PAGE 1
glflxrpt

FROM 2026 01 TO 2026 12

ACCOUNTS FOR:	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL REVENUE	REMAINING REVENUE	PCT COLL
100 General Fund						
11201 Central Services						
11201 411100 Gen Prop T	-1,310,812	0	-1,310,812	.00	-1,310,811.74	.0%
11201 421001 22101 St Aid	0	0	0	.00	.00	.0%
11201 424001 12101 Fed Grants	0	0	0	.00	.00	.0%
11201 424001 22216 Fed Grants	0	0	0	.00	.00	.0%
11201 459001 Soda	0	0	0	.00	.00	.0%
11201 474009 Hsk Serv	0	0	0	.00	.00	.0%
11201 474120 Shrf Intr	0	0	0	.00	.00	.0%
11201 483002 Misc Sale	0	0	0	.00	.00	.0%
11201 484001 11201 Ins Revy	0	0	0	.00	.00	.0%
11201 486001 Vending	0	0	0	.00	.00	.0%
11201 511110 Salary	219,439	0	219,439	14,093.48	205,345.21	6.4%
11201 511210 Wage Reg	335,571	0	335,571	28,215.38	307,355.38	8.4%
11201 511210 22101 Wage Reg	0	0	0	.00	.00	.0%
11201 511220 Wage Ovt	10,290	0	10,290	465.82	9,824.63	4.5%
11201 511220 22101 Wage Ovt	0	0	0	.00	.00	.0%
11201 511230 Wage Reg O	0	0	0	.00	.00	.0%
11201 511280 Wage PP	0	0	0	.00	.00	.0%
11201 511290 Wage Other	0	0	0	.00	.00	.0%
11201 511310 Wage SL	0	0	0	.00	.00	.0%
11201 511320 Wage Vac	0	0	0	.00	.00	.0%
11201 511330 Wage Long	634	0	634	.00	633.75	.0%
11201 511340 Wage Hol	0	0	0	.00	.00	.0%
11201 511350 Wage Mic	0	0	0	.00	.00	.0%
11201 511380 Wage Berv	0	0	0	.00	.00	.0%
11201 512141 SS	40,681	0	40,681	3,166.60	37,514.85	7.8%
11201 512141 22101 SS	0	0	0	.00	.00	.0%
11201 512142 Ret (Emlr)	40,220	0	40,220	2,772.44	37,447.08	6.9%
11201 512142 22101 Ret (Emlr)	0	0	0	.00	.00	.0%
11201 512144 Health	122,673	0	122,673	8,052.24	114,621.03	6.6%
11201 512144 22101 Health	0	0	0	.00	.00	.0%
11201 512145 Life	213	0	213	17.25	195.93	8.1%
11201 512145 22101 Life	0	0	0	.00	.00	.0%
11201 512146 WC	0	0	0	.00	.00	.0%
11201 512148 Unemploy C	0	0	0	.00	.00	.0%
11201 512150 FSA Contr	0	0	0	.00	.00	.0%
11201 512151 HSA Contri	7,200	0	7,200	.00	7,200.00	.0%
11201 512152 Limted FSA	0	0	0	.00	.00	.0%
11201 512153 HRA Contri	0	0	0	.00	.00	.0%

02/26/2026
13:52:29

Jefferson County
FLEXIBLE PERIOD REPORT

PAGE 2
glflxrpt

FROM 2026 01 TO 2026 12

ACCOUNTS FOR:		ORIGINAL	ESTIM REV	REVISED	ACTUAL	REMAINING	PCT	
100	General Fund	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL	
11201	512173	Dental	7,932	0	7,932	668.00	7,264.00	8.4%
11201	512173	22101 Dental	0	0	0	.00	.00	.0%
11201	512390	Safety Eq	0	0	0	.00	.00	.0%
11201	512390	22101 Safety Eq	0	0	0	.00	.00	.0%
11201	521215	Arch&Eng	0	0	0	.00	.00	.0%
11201	521219	Othr Prof	40,000	0	40,000	2,312.16	37,687.84	5.8%
11201	521219	12101 Othr Prof	0	0	0	.00	.00	.0%
11201	521220	Consult	0	0	0	.00	.00	.0%
11201	521296	Comp Sup	5,176	0	5,176	.00	5,176.00	.0%
11201	529170	Grounds Ke	13,509	0	13,509	1,607.72	11,901.17	11.9%
11201	529299	Purch Care	0	0	0	.00	.00	.0%
11201	531008	Haz Recycl	0	0	0	.00	.00	.0%
11201	531243	Furniture	7,500	0	7,500	.00	7,500.00	.0%
11201	531298	UPS	0	0	0	.00	.00	.0%
11201	531302	Build Eq	15,000	0	15,000	.00	15,000.00	.0%
11201	531303	Comp Eq	0	0	0	.00	.00	.0%
11201	531311	Postage	1,000	0	1,000	.00	1,000.00	.0%
11201	531312	Office Sup	1,000	0	1,000	.00	1,000.00	.0%
11201	531312	22101 Office Sup	0	0	0	.00	.00	.0%
11201	531313	Print & Dp	0	0	0	32.87	-32.87	.0%
11201	531314	Small Item	3,921	0	3,921	21.08	3,899.92	.5%
11201	531320	Safety Sup	26,000	0	26,000	763.75	2,865.25	89.0%
11201	531320	22101 Safety Sup	0	0	0	.00	.00	.0%
11201	531321	Pub of Lgl	0	0	0	.00	.00	.0%
11201	531326	Advertise	500	0	500	.00	500.00	.0%
11201	531349	Othr Oper	0	0	0	.00	.00	.0%
11201	531351	Gas/Diesel	1,000	0	1,000	77.85	922.15	7.8%
11201	532325	Registr	0	0	0	.00	.00	.0%
11201	532332	Mileage	0	0	0	.00	.00	.0%
11201	532336	Lodging	0	0	0	.00	.00	.0%
11201	533221	Water	3,615	0	3,615	308.56	3,306.44	8.5%
11201	533222	Electric	42,660	0	42,660	6,305.79	36,354.21	14.8%
11201	533223	Sewer	3,390	0	3,390	292.05	3,097.95	8.6%
11201	533224	Nat Gas	89,509	0	89,509	164.52	89,344.48	.2%
11201	533225	Tele Fax	1,875	0	1,875	241.21	1,633.79	12.9%
11201	533235	Storm Wtr	2,160	0	2,160	180.21	1,979.79	8.3%
11201	535239	St Rep Mat	0	0	0	.00	.00	.0%
11201	535246	Build Serv	82,297	0	82,297	1,767.30	76,954.35	6.5%
11201	535246	22101 Build Serv	0	0	0	.00	.00	.0%
11201	535247	Build Repr	5,027	0	5,027	.00	5,027.00	.0%
11201	535247	22101 Build Repr	0	0	0	.00	.00	.0%
11201	535297	Refuse Col	50,000	0	50,000	164.89	49,835.11	.3%

02/26/2026
13:52:30

Jefferson County
FLEXIBLE PERIOD REPORT

PAGE 3
glflxrpt

FROM 2026 01 TO 2026 12

ACCOUNTS FOR:	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL REVENUE	REMAINING REVENUE	PCT COLL
100 General Fund						
11201 535344 Household	30,323	0	30,323	3,074.60	27,248.40	10.1%
11201 535344 22101 Household	0	0	0	.00	.00	.0%
11201 535344 22216 Household	0	0	0	.00	.00	.0%
11201 535349 Oth Sup	8,023	0	8,023	576.68	7,446.32	7.2%
11201 535352 Veh Repair	0	0	0	.00	.00	.0%
11201 535353 Mach Parts	8,746	0	8,746	9.49	8,736.51	.1%
11201 535354 Paint	2,500	0	2,500	.00	2,500.00	.0%
11201 535355 Plumb & E1	0	0	0	739.96	-739.96	.0%
11201 535361 11201 R&M Ins Re	0	0	0	.00	.00	.0%
11201 535452 Green Init	0	0	0	.00	.00	.0%
11201 536531 Land Rent	0	0	0	.00	.00	.0%
11201 536533 Equip Rent	12,106	0	12,106	.00	12,106.00	.0%
11201 571004 IP Tel All	183	0	183	.00	183.00	.0%
11201 571005 Dup Allc	0	0	0	.00	.00	.0%
11201 571007 MIS Direct	0	0	0	.00	.00	.0%
11201 571009 MIS PC	13,442	0	13,442	.00	13,442.00	.0%
11201 571010 MIS Sys	7,972	0	7,972	.00	7,972.00	.0%
11201 571020 FleetAlloc	2,500	0	2,500	.00	2,500.00	.0%
11201 591519 Oth Ins	45,025	0	45,025	4,314.38	40,710.40	9.6%
11201 591520 Liab Claim	0	0	0	.00	.00	.0%
11201 594809 Cap Build	0	0	0	.00	.00	.0%
11201 594810 Cap Equip	0	0	0	.00	.00	.0%
11201 594819 Cap Oth Eq	0	0	0	.00	.00	.0%
11201 594820 Cap Other	0	0	0	.00	.00	.0%
11201 594821 Cap Imp L	0	0	0	.00	.00	.0%
11201 594822 Cap Imp B	0	0	0	.00	.00	.0%
11201 594822 22101 Cap Imp B	0	0	0	.00	.00	.0%
11201 594829 Cap Imp O	0	0	0	.00	.00	.0%
11201 599999 Over Trans	0	0	0	.00	.00	.0%
11201 611202 Cap TO	0	0	0	.00	.00	.0%
11201 699999 Budget FB	0	0	0	.00	.00	.0%
TOTAL General Fund	0	0	0	80,406.28	-106,352.63	.0%
TOTAL REVENUES	-1,310,812	0	-1,310,812	.00	-1,310,811.74	
TOTAL EXPENSES	1,310,812	0	1,310,812	80,406.28	1,204,459.11	

02/26/2026
 13:52:30

 Jefferson County
 FLEXIBLE PERIOD REPORT

 PAGE 4
 glf1xprt

FROM 2026 01 TO 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL REVENUE	REMAINING REVENUE	PCT COLL
GRAND TOTAL	0	0	0	80,406.28	-106,352.63	.0%

REPORT OPTIONS

Sequence 1	Field #	Total	Page Break	From Yr/Per: 2026/ 1
Sequence 2	1	Y	Y	To Yr/Per: 2026/12
Sequence 3	9	N	N	Budget Year: 2026
Sequence 4	0	N	N	Print totals only: N
	0	N	N	Format type: 1

Report title: FLEXIBLE PERIOD REPORT

Includes accounts exceeding 0% of budget.
 Print Full or Short description: S
 Print full GL account: N
 Sort by full GL account: N
 Print Revenues-Version headings: Y
 Print revenue as credit: Y
 Print revenue budgets as zero: N

Double space: N
 Suppress zero bal accts: N
 Amounts/totals exceed 999 million dollars: N
 Roll projects to object: N
 Print journal detail: N
 From Yr/Per: 2025/ 1
 To Yr/Per: 2025/12
 Include budget entries: Y
 Incl encumb/liq entries: N
 Sort by JE # or PO #: J
 Detail format option: 1
 Multiyear view: D