

# **Building and Grounds Committee**

## **MINUTES**

Jefferson County Courthouse  
311 S. Center Avenue, Room 112  
Jefferson, WI 53549

Wednesday, September 5, 2018

9:00 a.m.

### **Committee Members**

Greg David, Roger Lindl, Gregg Patrick, Laura Payne, Mary Roberts

**1. Call to Order**

Meeting was called to order by Payne at 9:05 a.m.

**2. Roll Call**

Greg David, Gregg Patrick, Laura Payne, Mary Roberts

Absent: Roger Lindl

Others Present: Ben Wehmeier, County Administrator and Ryan Mundt, Human Services Maintenance Supervisor

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

Wehmeier 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**

- Bid information for the Lueder Haus Retaining Wall Project

**7. Approval of the August 1, 2018 Building and Grounds Committee meeting minutes**

Motion by David; Second by Patrick to approve the August 1, 2018 Building and Grounds Committee meeting minutes as presented. (Ayes-All) Motion Carried.

**8. Open bids for courthouse roofing project**

One bid was received from Pioneer Roofing, Johnson Creek, in the amount of \$39,234.

**9. Discussion and possible action on bids for courthouse roof replacement project**

Motion by Roberts; Second by David to accept the bid from Pioneer Roofing in the amount of \$39,234 for the courthouse roof replacement project and forward to the County Board for their consideration. (Ayes-All) Motion carried.

**10. Discussion and possible action on bids for Human Services Lueder Haus retaining wall reconstruction**

Mundt provided bid information for review and discussed the project. 5 bids were received: 1) KSW Construction Corporation, Verona, \$121,152; 2) Forest Landscaping & Construction, Inc., Lake Mills, 197,500; 3) Laue's Landscapes & Design Solutions, Inc., Dousman, \$245,000; 4) Highway Landscapers, Inc., Little Chute, \$250,025; 5) Poblocki Paving Corporation, West Allis, \$358,877.

Motion by David; Second by Patrick to approve the bid from KSW Construction Corporation in the amount of \$121, 152 and forward to the County Board for their consideration. (Aye-All) Motion carried.

**11. Discussion and possible action on replacement of courthouse heating**

Wehmeier provided information from Johnson Controls and talked about the need for replacement.

Motion by David; Second by Roberts to support the bid from Johnson Controls in the amount of \$20,421.82 to repair courthouse heating. (Ayes-All) Motion carried.

**12. Discussion and possible action on Strategic Planning action steps related to Building and Grounds**

No action taken.

**13. Financial Reports (July)**

Financial Reports for Central Services and Management Information Systems (MIS) were provided for review. No action taken.

**Discuss future meeting schedule. Set next meeting date** (Wednesday, October 3, 2018 at 8:30 a.m.

**14. Discuss potential agenda items for the Committee's next meeting**

- Approval of the September 5, 2018 Infrastructure Committee minutes
- Discussion and possible action on courthouse parking lot reconfiguration / storm water plan
- Discussion and possible action on the Jefferson County Smoke Free Air Act
- Discussion on Strategic Planning action steps related to Building and Grounds
- Possible tour of buildings on the south campus
- Discussion and possible action related to building sponsorship
- Update on Capital Projects & Proposed 2019 Budget
- Tour of Courthouse

**21. Tour of Courthouse**

The committee postponed the tour of the courthouse facility. No action taken.

**22. Adjourn**

Motion by Patrick; Second by David to adjourn at 10:01 a.m. (Ayes-All) Motion Carried.