

# Infrastructure Committee

## AGENDA

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

**\*REVISED 02-25-2016**

Wednesday, March 2, 2016

9:00 a.m.

### Committee Members

Greg David, Richard Jones - Chair, John Kannard, Mike Kelly - Secretary, Russell Kutz - Vice Chair

1. Call to order
2. Roll call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment  
(Members of the public who wish to address the committee on a specific agenda items must register their request at this time)
6. Approval of the February 1, 2016 Infrastructure Committee meeting minutes
7. Communications
8. Discussion and Possible Action on bids for Courthouse Wireless Projects
9. **\*Discussion and Possible Action related to JCEDC office space**
10. **\*Discussion and Possible Action related to potential Solar System for Workforce Development Facility**
11. Update on FacilityDude software application for maintenance, repair & improvement of county buildings
12. 2016 Central Services projects update
13. 2016 Human Services projects update
14. Update on ERP Software Package
15. Update on Old Highway Facility
16. Update on punch list for new highway facility
17. Update on future use or sale of old salt sheds
18. Discuss potential agenda items for the Committee's next meeting
19. Set next meeting date (April 6, 2016)
20. Adjourn

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.***

#6

**Jefferson County Board  
Committee Minutes  
February 1, 2016  
Infrastructure Committee**

1. **Call to order**  
Meeting was called to order by 8:55 a.m.
2. **Roll call of Committee Members**  
John Kannard, Russell Kutz, Mike Kelly, Richard Jones and Greg David.  
Others Present: Tammie Jaeger, Administrative Secretary; Ben Wehmeier, County Administrator; Alexa Zoellner, Reporter, Jefferson Daily Union; Kathi Cauley, Human Services Director, Ryan Mundt, Maintenance Supervisor, Human Services; .
3. **Certification of compliance with the Open Meetings Law**  
Staff 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. **Approval of the December 2, 2015 Infrastructure Committee meeting minutes**  
Motion by David; Second by Kannard to approve the December 2, 2015 Infrastructure Committee meeting minutes as corrected. (Ayes -All) Motion Carried.
7. **Communications**
  - None
8. **Introduction of new Human Services Maintenance Supervisor – Ryan Mundt**  
Cauley introduced Mundt, the new Human Services Maintenance Supervisor. Mundt addressed questions from the committee. Cauley informed the committee that Mundt has already saved the county money and is working on more ideas for future savings.
9. **Discussion and Possible Action on bids for Courthouse Wireless Projects**  
The bids are not ready at this time. This will be discussed at the next meeting.
10. **Update on FacilityDude software application for maintenance, repair & improvement of county buildings**  
Mark Miller has been working with Ryan Mundt going through the EMG reports. The reports will be finalized. Online work orders will be implemented soon. This will be discussed at the next meeting. No action taken.
11. **Update on old highway facility**  
Wehmeier said that three of the buildings have been removed. Others are in process. No action taken.
12. **Update on punch list for new highway facility**  
Wehmeier said that they are working through a few items but nothing significant. No action taken.
13. **Update on old salt sheds**  
Wehmeier said that the sheds will be placed on the surplus auction site. Kern is working on possibly moving one to another site. No action taken.
14. **Central Services Financial Report (November)**  
Financial Reports were provided for the committee to review. No action taken.
15. **MIS Financial Report (November)**  
Financial Reports were provided for the committee to review. No action taken.
16. **Potential items for the Committee's next meeting**
  - Approval of the February 1, 2016 Infrastructure Committee minutes
  - Update on Satellite Shops