

Infrastructure Committee

AGENDA

Jefferson County Courthouse
311 S. Center Avenue, Room 112
Jefferson, WI 53549
September 9, 2014

6:30 p.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
6. Approval of the August 3, 2014 Infrastructure Committee meeting minutes
7. Discussion and approval of Electronic Health Records bid – Human Services
8. Discussion and approval of Security Camera bid – Courthouse
9. Set next meeting date (October 1, 2014)
10. Adjourn

All meetings in Room 112 at 9:00 a.m. unless noted

The Committee may discuss and/or take action on any item specifically listed on the agenda

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

Jefferson County Board Committee Minutes

September 3, 2014
Infrastructure Committee

1. Call to order

Meeting was called to order by Jones at 9:00 a.m.

2. Roll call of Committee Members

Richard Jones, John Kannard, Mike Kelly, Russell Kutz, Greg David.

Others Present: Ben Wehmeier – County Administrator; Tammie Jaeger – Administrative Secretary; Chris Raykowski - The Sigma Group; Doug Behlke – Maas Bros.; Amy Smith, Reporter – Jefferson Daily Union; Supervisor Jim Schroeder.

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 August 6, 2014 Infrastructure Committee meeting minutes

Motion made by Supervisor Kutz; Second by Supervisor Kannard to approve the August 6, 2014 Infrastructure Committee meeting minutes as corrected. (Ayes -All) Motion Carried.

7. Update on Electronic Health Records RFP – Human Services

Wehmeier gave the committee an update on the Electronic Health Records RFP. In the past MIS has done much of the programming work for Human Services. Bids are due Friday, September 5th. This system may cost approximately a half million dollars. Funds are available within the Human Services budget. The Human Services Board supports this project. This will go before the County Board this month. No action taken.

8. Update on Climate Quest challenge

David provided a copy of the white paper that was submitted as part of this challenge for the committee to review. A presentation will be given on September 19th. No action taken.

9. Discussion and possible action on new county highway facility

A project status update and a recap of the construction budget were provided for the committee to review. There has been a lot of progress since the groundbreaking ceremony. Raykowski provided an update on the progress that has been made and also the plans for future work on the site and building construction. He discussed the items on the project status update report. The total net changes for this month was a deduct of \$34,982.48. No action taken.

10. Discussion and recommendation on name for new access road

Wehmeier has had limited feedback on a name for the new access road. Old Countryside Way and County Farm Lane were suggested. The committee recommendation will be forwarded to the City for their consideration.

Motion made by Kannard; Second by Kelly to recommend Countryside Way for the name of the new access road. (Ayes-All) Motion carried.

11. Long range discussion on future capital projects

Wehmeier explained that it would cost approximately \$35,000 to hire a company to look at future capital projects throughout the county. Raykowski explained that The Sigma Group provides annual audits for various facilities. The facilities would be assessed and then a report would be provided so that projects could be prioritized. The committee supports this idea and would like Wehmeier to look into the possibility of including this in the 2015 budget. No action taken.

12. Central Services Financial Report

The Central Services financial report was provided for the committee to review. No action taken.

13. MIS Financial Report

The MIS financial report was provided for the committee to review. No action taken.

14. Brownfield grants update

Wehmeier explained that the application has been approved. There will be an RFP for Environmental Engineering firms to assist with this project. No action taken.

14. Potential items for the Committee's next meeting

- Approval of September 3, 2014 Infrastructure committee meeting minutes
- Discussion and possible action on new county highway facility
- Update on Climate Quest Challenge
- Long range discussion on future capital projects
- Discussion and possible action on the satellite shop (Joint Meeting - Highway)
- Discussion and possible action on the cost effectiveness of a satellite shop (Joint Meeting - Highway)
- Discussion and possible action on status of old Highway Site
- Discussion and approval of Courthouse Security Camera
- Discussion and approval of the Electronic Health Records Bids.
- Tour of Workforce Development Building
- Site visit to the Highway Facility Project

Future meeting schedule: Special Meeting: Tuesday, September 9th at 6:30 p.m. Courthouse, Room 112. October 1, 2014 at UWX Room 12, 9:00 a.m.; November 5, 2014, December 3, 2014. Possible joint meeting with Highway to discuss the satellite shops.

14. Adjourn

Kannard made a motion to adjourn; Second by David at 10:39 a.m. Ayes – All (Motion Carried)

15. Site visit to the Highway Facility Project – 1425 S. Wisconsin Drive, Jefferson