

# Jefferson County Board Committee Minutes

September 8, 2008

## Infrastructure Committee

**1. Call to order**

Meeting called to order at 5:37 p.m.

**2. Roll call**

Infrastructure Members Present: James Braughler, Richard Jones, John Kannard.  
Donald Reese present at 5:44 p.m. Carol Ward Knox, Absent.

Others Present: Carlton Zentner – Supervisor, Stacie Hoffman – Register of Deeds, Kevin Stapleton – Chief Deputy, Paul Milbrath – Sheriff, Phil Ristow – Corporation Counsel, Mark Miller – Maintenance Supervisor, Gary Petre – County Administrator, Pete Weston – Design Alliance. Sharon Schmeling – County Board Chair present at 5:40 p.m.

**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:** No changes

**5. Public Comment**

Stacie Hoffman addressed concerns regarding the new security entrance covering the windows of the Register of Deeds office.

**6. Discussion and possible action on final design plans and bidding process for a Courthouse Security Entrance**

Pete Weston reviewed the final design plan with the Committee.

- Discussion was held regarding the ballards in front of the addition and the different options for the ballards during the winter months.
- Impact on parking lot traffic flow was discussed. It does not appear that it will have any adverse impact.
- Discussed potential for continuing problems with outer doors closing and the need for “power assist” door openers.
- Bid documents will be ready later next week with plan to have bids ready for the October 14<sup>th</sup> County Board Meeting. Bids will be published in Western Builder and Dodge Reports.
- Water main should be documented on the drawings
  - Need to install valve
  - Possible need to reroute the existing main
- Budget: Estimated under \$200,000

Motion made by Supervisor Reese; Second by Supervisor Jones to proceed with bidding when plans are finalized by architect and staff. (Ayes – All)

Estimated bid opening – October 7, 2008 – Room 112

Tentative special meeting prior to the October 14<sup>th</sup> County Board meeting – October 9<sup>th</sup> at 3:00 p.m.

**7. Adjourn**

Supervisor Reese made a motion to adjourn; Seconded by Supervisor Jones; 6:25 p.m. (Ayes-All)