Jefferson County Board
Committee Minutes

August 15, 2012
Infrastructure Committee

1. **Call to order**
   Meeting called to order by Supervisor Reese at 10:30 a.m.
2. **Roll call of Committee Members**
   Richard Jones, Rick Kuhlman, Russell Kutz, Don Reese, and Dick Schultz.

   Others Present: Gary Petre – County Administrator; Phil Ristow – Corporation Counsel;-John Molinaro – County Board Chairman; Karyn Spory, Reporter – Jefferson Daily Union; Tammie Jaeger – Administrative Assistant-Confidential; Terry Gard – Human Services Maintenance Supervisor; Phil Ristow – Corporation Counsel; Kathi Cauley – Human Services Director; Chief Deputy Jeff Parker; Barb Frank – County Clerk; Supervisor Greg David.

3. **Certification of compliance with the Open Meetings Law**
   The County Administrator reported that the meeting agenda (revised 8-14-12) was properly noticed in compliance with the law.
4. **Review of the Agenda**
5. **Public Comment**
   Barb Frank discussed her concerns regarding the bathroom remodeling project.
6. **Approval of the August 7, 2012 Infrastructure Committee meeting minutes**
   Motion made by Supervisor Jones; Second by Supervisor Schultz to approve the August 7, 2012 Infrastructure Committee meeting minutes as printed. Ayes-All (Motion Carried).
7. **Communications**
   - Drawings of the new courthouse security entrance
8. **Security entrance design update**
   Gary Petre provided the committee with drawings of the security entrance for their review. The committee will discuss this at their next meeting. No action taken.

9. **Courthouse bathroom remodeling project update**
   The committee was given a report from Barrientos Design regarding the bathroom remodeling project. This project needs to meet ADA requirements.

   Motion made by Supervisor Kuhlman; Second by Supervisor Kutz to have Barrientos Design complete a final design concept for the first floor courthouse bathrooms.

10. **Report on security at the Human Services and Workforce Development buildings**
    Kathi Cauley and Terry Gard gave a report on the current security at the Human Services and Workforce Development buildings. Currently, they have some coded door locks in place. It would help security issues if they could purchase and install approximately 10 more coded door locks. The coded door locks cost $700 each. Staff is also looking into the possibility of using the phone system or a paging system that can be used as another type of warning system for staff. The coded locks request will go to the Finance Committee on September 13th to ask for approval to use Contingency Funds to complete the project.

    Motion made by Supervisor Schultz; Second by Supervisor Kuhlman to approve the purchase of the additional coded locks for an estimate cost of $7,000. Ayes-All (Motion Carried)

11. **Discussion and possible action on placement of outside freezer for jail kitchen**
Chief Parker explained that this purchase is a Jail Assessment Fund request. It will allow the Sheriff's Department kitchen to purchase food in bulk to save money. The freezer would be located in the parking lot outside of the sheriff's office. The approximate cost of the freezer is $25,000 and would come from Jail Assessment funds.

Motion made by Supervisor Jones; Second by Supervisor Schultz to approve the purchase of the outside freezer in the parking lot for the jail kitchen purchased with Jail Assessment Funds. Ayes-All (Motion Carried)

12. **Closed Session per §19.85 (1)(e) Deliberating the purchase of public property**
Motion made by Supervisor Reese; Second by Supervisor Kuhlman to convene in closed session to deliberate the purchase of public property. (Roll Call Vote was taken - Ayes-All) Motion Carried.

13. **Reconvene in open session to take possible action on item discussed in closed session.**
Motion made by Supervisor Jones; Second by Supervisor Kuhlman to reconvene in open session to take possible action on item discussed in closed session Ayes-All (Motion Carried).

Motion made by Supervisor Kuhlman; Second by Supervisor Jones to authorize staff to write an offer to purchase for the old Countryside Home property contingent on County Board approval. Ayes-All (Motion Carried)

14. **Potential items for the Committee's next meeting**
    - Approval of the August 15, 2012 Committee meeting minutes
    - Update on Security entrance design
    - Update on Bathroom remodeling project
    - Closed Session per §19.85 (1)(e) Deliberating the purchase of public property
    - Reconvene in open session to take possible action on item discussed in closed session.

15. **Set tentative next committee meeting time and date:** September 5, 2012 @ 9 a.m., September 19, 2012 at 1:30 p.m.

16. **Adjourn**
Supervisor Jones made a motion to adjourn; Second by Supervisor Schultz at 11:17 a.m. Ayes – All (Motion Carried).

Infrast. Com
9-5-12
Approve
Ayes-All

RESOLUTION NO. 2012-____

Approve contract for Clerk of Court's computer wiring

WHEREAS, the State of Wisconsin supplies computers for the Clerk of Court's office and other judicial branch personnel, and

WHEREAS, the State is in the process of replacing said computers which requires an upgrade to the wiring in the Clerk of Court's office, the courtrooms, all judicial offices and meeting rooms in order to utilize the new computers' capabilities, and

WHEREAS, bids were sought for such project with the following results:

Carroll Electric	$	35,529.00
Network Cabling Solutions, LLC		47,672.24
TriTech Corporation of America		48,132.99
Circle Electric		59,105.00, and

WHEREAS, the MIS staff and the Infrastructure Committee recommend accepting the low bid from Carroll Electric in the amount of $35,529.00,

NOW, THEREFORE, BE IT RESOLVED that Roland Welsch, Information Technology Manager, is authorized to contract with Carroll Electric in the amount of $35,529.00 for the wiring project.

Fiscal Note: Sufficient unexpended funds are available in the 2012 Clerk of Court's budget to pay for this project.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Infrastructure Committee 09-11-12

Philip Ristow: 09-04-12