

**JOINT MEETING OF CAPITAL IMPROVEMENT PROGRAM
SUBCOMMITTEE/PLANNING AND DEVELOPING
COMMITTEE/ADMINISTRATION COMMITTEE
FRIDAY, AUGUST 24, 2018
MINUTES**

Committee members present: Chairman Robb Jensen, Billy Fried, Jack Sorensen, Darcy Smith, and Mike Romportl.

Call to order and Chairperson's announcements: Chairman Robb Jensen called the meeting to order at 8:30 a.m. in Committee Room #2, second floor of the Oneida County Courthouse. The meeting was properly posted and mailed in accordance with the Wisconsin Open Meeting law and the facility is handicap accessible. Jensen gave some direction on what the committee needs to accomplish.

Approve agenda: Motion by Sorensen/Fried to approve today's agenda with the order of the agenda at the Chairperson's discretion. All aye; motion carried.

Approve minutes of August 17, 2018 and August 20, 2018: Motion by Jensen/Sorensen to approve the minutes from August 17, 2018 and August 20, 2018 as corrected. All aye; motion carried.

Department Presentations:

Highway – Bruce Stefonek was present to answer questions regarding the highway projects. Stefonek stated that according to the Barrientos report all of the items have surpassed the life expectancy and need to be replaced/repared. The department will fund the full \$135,000 for the 2019 projects. Discussion regarding what will be completed for the \$135,000.

Discussion regarding the Brine Facility. Jensen reported that they have been informed that they will no longer need to build a new facility for the brine maker and the State will still offer to the \$200,000 for purchasing a high capacity brine maker. This is a pilot program through the State and will no longer require Capital Improvement money. Discussion regarding how this could affect future usage on State highways and future equipment needs.

Forestry: Discussion regarding the ATV trail expansion, plans and expense. Discussion regarding why the project ran over cost estimates. There is \$51,000 needed from the general fund to complete this project. Bilogan stated that the snowmobile trail will be rerouted onto the ATV trails also once they are completed. Discussion regarding where else the money may come from instead of the general fund. Bilogan stated that he has requested more money from the State to complete this project and hasn't received an answer. Bilogan stated that he would like to proceed with the request through the CIP Committee and if the funding becomes available through the State the money through CIP would not be used.

Buildings and Grounds:

Elevator update: Brunette gave an update on the elevator upgrade project. Brunette stated that they could create an opening on the first floor that would allow the service

elevator to have access on the first floor which would give access from the first floor to the second floor. They would then look at installing a wheel chair lift in the southwest fire stairwell from the second to the third floor. This would allow them to shut down the existing elevator and upgrade it. This entire cost would be covered through the 2018 Buildings and Grounds budget. Discussion regarding expanding the wheel chair lift to include the 1st floor for an additional \$20,000. Elevator project will be broken into two projects. The first project will be \$126,000 to create a wheel chair lift from the 1st floor to the 3rd floor and upgrade existing public elevator. The second project, first floor elevator access, will be \$40,000 to create a first floor stop for the existing service elevator.

Law Enforcement Center roof replacement: Discussion regarding the need to replace the insulation. Brunette reported that the payback on the insulation would not be met for 50 years and therefore they are not recommending complete insulation replacement. Discussion regarding the cost of the project and increasing it to \$550,000 to cover any overrun.

Discussion regarding single point of entry and the need for that to go back to the full county board prior to it being moved on. The Courthouse Security CIP will be broken into two projects. The first project for \$30,000 will be for expanded physical barriers in Branch I and Branch II chambers, offices, and additional offices identified by court security. The remainder of the project (\$180,000) is regarding the single point of entry and will be referred back to the Administration Committee to determine if that needs to go back to the full county board.

Discussion regarding the third floor renovation and the affect this renovation will have on Courtroom security. Discussion regarding if this needs to occur in 2019 and if Buildings and Grounds will be able to complete this project if it is approved.

Information Technology:

Redundant Internet Connection: Discussion regarding if a broadband tower would be an option instead of the backup internet connection. Jason Rhodes stated that a broadband tower only provides 12 MIPS and that is not large enough for the County. Discussion regarding the need for the backup.

Update on 2018 Capital Improvement Program Projects: Smith gave an update on the open 2018 and prior year capital improvement program projects. The phase III radio portables and mobiles has been completed and came in \$19,414 under budget. Motion by Jensen/Sorensen to close out phase III radio portables and mobiles and transfer \$19,414 back to the general fund. All aye; motion carried. Discussion regarding the remaining projects for 2018.

Review and evaluation of 2019 Capital Improvement Program Project Requests:

Project Prioritization – Smith handed out an updated Summary that listed the projects based on the CIP Committee Scores that were submitted. Discussion regarding the rankings. Discussion regarding the ATV trails and funding.

Motion by Jensen/Fried that the Capital Improvement Program Committee supports the ATV Trail expansion at an estimated cost of \$51,600 and that the committee of jurisdiction submits a resolution to be considered by the full county board with the funding to be determined. All aye; motion carried.

Project Funding – Discussion regarding which projects are funded from departments, fed/state aids and tax levy.

Project Ranking –

After taking all rankings into consideration the projects are ranked in the following order:

LEC Roof Replacement

Next Generation 911

Update Backup Recovery System and Storage

Replace/Upgrade Power Phone System in E911 Center

County Highway Road Construction

Investigative Division Interview Room Recording System

Real Property Software (Non-AS400 products)

Courthouse Security – Branch I and II Office Barriers

Server Upgrade

Courthouse Elevator Upgrade

Network Infrastructure Countywide

Equipment Refresh

Replace MDC's and Laptops in Sheriff Vehicles

First Floor Elevator Access

Highway Garage

Redundant Internet Connection to LEC

Courthouse – 3rd Floor Renovation – Phase 1

Brine Facility

Courthouse Security – ADA Access and Stoop Removal

Courthouse Security – Front Entrance Renovation

Courthouse – 3rd Floor Renovation – Phase II

ATV Trail Expansion

West Central Indexing

Finalize 2019 Capital Improvement Projects for Administration Committee

Consideration:

Motion by Jensen/Fried to approve all Capital Improvement Projects ranked B and above and forward onto the Administration committee for their consideration for the 2019 budget. All aye; motion carried.

Topics for Consideration to Administration Committee:

Jensen would like to see the following topics returned to the Administration Committee for discussion: 1) Should all brick and mortar projects be taken care of at once 2) Does the County continue to do updates to the current Highway facility or review options including a new facility 3) How to stay up-to-date on technology 4) Courthouse Security – Single Point of Entry project.

Public comment/communications:

None

Dates and items for future agenda/meetings:

There will be a meeting on Tuesday, September 18 at 9:15 a.m. in Committee Room 2.

Adjourn:

Motion Jensen/Fried to adjourn at 11:17 a.m. All aye; motion carried.

Respectfully submitted,

Tracy Hartman, Recording Secretary
Oneida County Clerk

Robb Jensen, Chair