

**Minutes**  
**CAPITAL IMPROVEMENT PROGRAM SUBCOMMITTEE**  
**COUNTY BOARD ROOM – SECOND FLOOR, ONEIDA COUNTY COURTHOUSE**  
**March 30, 2023**

**Call to order:** Chairman Fried called the meeting to order at 8:30 a.m.

**Committee members present:** Chairman Billy Fried, Supervisor Steven Schreier, Supervisor Scott Holewinski, Supervisor Ted Cushing, Supervisor Bob Almekinder.

**Approve agenda for today's meeting (order of agenda items at Chairperson's discretion):**

**Motion/Second: Cushing/Schreier** to approve today's agenda at the Chairperson's discretion. All "Aye"; Motion carried.

**Public comment:** None

**Approve the minutes of February 14, 2023 meeting:**

**Motion/Second: Schreier/Holewinski** to approve the minutes of the February 14, 2023 meeting. All "Aye"; Motion carried.

**Consideration of YMCA Northwoods Expansion ARPA Funding Request:** Fred Hauser, Interim Director of the YMCA of the Northwoods spoke regarding their strategic plan and needs assessment for the community. Hauser stated that it was determined there was a need for more childcare in the area. Hauser noted that the South Park School was purchased and renovated for that purpose. Hauser explained that the capacity increased from 60 children to 120. Hauser reported that as part of that campaign, improvements and additions were added to the YMCA building to allow for more kids activities. Hauser reported that the YMCA is the largest childcare provider in the Northwoods. Hauser went over the current funding for these projects and stated that they are short. Hauser noted that they could take out a loan but they are requesting \$280,000 of ARPA funds to cover that shortage for these projects. Discussion regarding usage per municipality.

**Departmental Updates on 2023 CIP Projects –**

- Medical Examiner / Replacement Vehicle / General Fund Transfer / \$50,000 – Medical Examiner Crystal Schaub stated that the bids have not been opened as of yet. Fried questioned the funding. Smigielski stated that if the project exceeds the budgeted amount it would go back to the CIP Committee.

**Status Report on PSC Grant Awarded to Hilbert Communications d/b/a Northwood Connect for the R.O.A.D. to Digital Equity – Oneida County Project. Total Project \$13,847,500 - \$2,769,500 PSC Grant and \$11,078,000 Match. Match includes \$1,500,000 Oneida County ARPA and \$57,500 from Towns:**

Jeff Verdoorn of Northcentral Regional Planning Commission stated that he provided a one-page summary. Verdoorn stated that the next step is the second Resolution that would authorize the bonds. Verdoorn noted that the county has submitted a letter to Bug Tussel requesting some additional information. Fried stated that the Administration Committee directed Mike Fugle to work with Bond Counsel to get the questions into a letter and submitted. Mitch Olson of Bug Tussel stated that they received the letter and it is a long list. Olson stated they will not know who the other entities participating in the project are until the final Resolutions pass in the other counties. Olson stated that there are questions on the feasibility study and what exactly the county is looking for. Olson noted that the way it was phrased in the letter was a feasibility study for Bug Tussel and a feasibility study for Hilbert. Olson explained that is a little different than what was originally discussed in the context of a feasibility study for the project. Smigielski stated that the agenda item lists an update on the PSC grant. Olson stated that they are still engaged with the PSC in preparing the agreements that go along with the grant award. Olson explained that part of the requirements of the PSC is a printed out map and they were not happy with the way a countywide project prints out on a map. Olson stated that all of this is contingent on each other and we are not in a position to accept the grant until we have clarity on the bonding side of the proposal. Smigielski stated that if the \$1.5 million listed as part of the local match on the grant application is ARPA funds and is going to be passed through to Hilbert Communications there needs to be a subrecipient agreement with Hilbert Construction. Smigielski stated that this agreement would also need County Board approval. Olson from Bug Tussel stated that the agreement should come from the county to determine what is needed as it would be difficult to know what the county is looking for. Verdoorn stated that he does not have experience in creating that. Fried stated that he will check with

Finance and Corporation Counsel and they can look at other counties. Discussion ensued regarding the map and making it fit to one viewable page. Fried reported that this money has been allocated at this time and \$1.5 million is committed to the PSC grant. Fried stated that the subrecipient agreement and map need to be worked on.

### **Departmental Updates on 2023 CIP Projects –**

- B&G / LEC and ADRC & PH Facility Fire Panel Upgrades / General Fund Transfer / \$69,000 – Huber stated that this is a general fund transfer. Huber reported that they are still gathering information on the Fire Panels.
- B&G / LEC Water Softener Installation / General Fund Transfer / \$57,000 – Huber stated that they are waiting on bids for this project.
- B&G / LEC Dispatch & IT Server Room AC Upgrade / General Fund Transfer / \$48,000 – Huber stated that only one bid was received for this project and it was about \$200 under the budgeted amount.
- Highway / Highway Construction / General Fund Transfer / \$1,200,000 – Hegeman stated that this will be sent out for bid and will be in the newspaper next week. Hegeman reported that there was some state funding received for highway construction also. Hegeman stated that an estimated amount of \$2.4 Million will be spent on roads for this year. Discussion regarding culvert replacement.
- Highway / Patrol Truck Replacements / General Fund Loan / \$1,000,000 – Hegeman stated that there are two trucks on order, the delivery date has been pushed back 6 months and a surcharge has been added. Hegeman reported that by the end of 2024 these trucks should be fully set up.
- Highway / 25 Ton Trailer / Highway Funds / \$45,000 – Hegeman stated that the trailer is on hold due to budget limitations.
- Highway / Air Compressor / Highway Funds / \$35,000 – Hegeman reported that this has been ordered and was less than the budgeted amount. Hegeman explained he does not have a delivery date as yet.
- Highway / Brush Chipper / Highway Funds / \$80,000 – Hegeman noted that this was delivered two months ago and came in at \$86,000.
- Highway / Mini Excavator / Highway Funds / \$90,000 – Hegeman stated that this was put on hold due to budget limitations.
- Highway / Tractor Mower / Highway Funds / \$60,000 – Hegeman stated that this was delivered and came in slightly over budget.
- Land Information / Aerial Imagery / General Fund Transfer / \$100,000 – Chiamulera stated that there was state and federal aid of \$237,000 received. Chiamulera noted that the counties portion was \$200,000 and was broke out into two separate years for \$100,000 per year.
- Land Information / LiDAR / General Fund Transfer & Grant / \$337,000 – Chiamulera explained what has been spent at this time. Chiamulera stated that the aerial imagery project funds have not been spent as the project has not been done as of yet.
- Solid Waste / Trash Compactor & Truck / General Fund Loan / \$495,000 – Jolin stated that the trash compactor is built and the installation is being scheduled. Jolin reported that in looking at the truck and trailer it may not be the most cost effective way to go. Jolin stated that once more numbers are received that will go back to committee.
- Solid Waste / Forklift / Solid Waste Funds / \$25,000 – Jolin stated that this is no longer being needed. Smigielski suggested that the Solid Waste loan could be reduced as an adjustment. Fried stated she should go to committee of jurisdiction first. Discussion of other future costs.

**ARPA status update:** Smigielski stated that to date \$6.9 million in ARPA funds were received by the county and just over \$5 million have been approved in projects. Smigielski stated there is only \$640,000 left as undesignated. Smigielski went over the projects that are in the formally adopted ARPA plan. Smigielski explained that there is \$640,000 left in non-designated ARPA funds. Discussion of the process of returning unused ARPA funds back to the ARPA contingency fund. Smigielski stated that the Administration Committee would need to take the action.

**Consideration of new Solid Waste ARPA \$370,000 Request for Paving of Landfill Entry and Parking Lot:** Jolin stated that the landfill road from the gate needs to be replaced. Jolin noted that this road is over 30 years old. Jolin stated that this could be joint with another project with the Highway Department. Discussion regarding how this would be bid. Discussion regarding the process of ARPA submissions from departments to this committee.

**Motion/Second: Cushing/Schreier** to approve the Solid Waste ARPA funding in the amount of \$370,000 and forward in Resolution format to the Administration Committee the recommendation to amend the 2023 ARPA plan to include the \$370,000 Solid Waste request.

**Vote:** 4 Aye; 1 Nay, Fried

**Motion:** Adopted

**Consideration of new Buildings and Grounds \$375,000 ARPA Project Request for Courthouse Annexed Roof**

**Replacement Project:** Huber explained that the roof is leaking and there is saturation in the roof. Huber stated there has been a quote on this but it has not been put out for bid. Huber reported that there may be issues with the insulation once the roof is removed. Discussion regarding the damage the leaks are causing. Huber stated they may be able to complete it with \$375,000 but it may cost more. Huber stated that there are going to be a lot of unknown costs once they start removal. Smigielski stated that the County Board can adopt an ARPA plan that is in excess of the ARPA dollars with the understanding that if there is not enough ARPA funding that the General Fund would cover it. Discussion regarding the process for ARPA projects and planning.

**Motion/Second: Holewinski/Schreier** to move forward with approving the Courthouse Annexed Roof Replacement Project in the amount of \$375,000 of ARPA funding and forward in Resolution format to the Administration Committee the recommendation to amend the 2023 ARPA plan to include the \$375,000 Courthouse Annexed Roof Replacement Project request.

**Discussion:** Fried went over funding availability and stated that if this project is approved it would exceed the remaining available ARPA funding. Discussion regarding what funding that may be returned to the ARPA fund.

**Vote:** 4 Aye; 1 Nay, Fried

**Motion:** Adopted

**Consideration and discussion of funding options for Underground Conduit from Courthouse to ADRC and**

**access points:** Fried stated that John Sweeney is the county consultant and this opportunity was discovered. Sweeney stated that when reviewing the mapping for Bug Tussel he determined that there are city streets slotted to be worked on and this fits with a project between the courthouse and the ADRC building. Sweeney stated he had a discussion with the city and IT Director Jason Rhodes. Sweeney stated this is a great opportunity and there is a bid ready to go with approval. Sweeney stated they would be placing a small piece of conduit while the city streets were already ripped up. Discussion of how this would work and the costs involved. Sweeney stated that their recommendation was not to exceed \$60,000 for the project and bids could be available by April 21<sup>st</sup>. Rhodes stated that during the installation process the overhead would remain in place and the conduit underground would be installed. Rhodes clarified that they would not remove the overhead. Rhodes discussed the benefit of having both. Rhodes clarified this is just the conduit and does not include the fiber. Discussion of installing the fiber. Discussion regarding the benefits of working with the city.

**Motion/Second: Holewinski/Fried** to amend the 2023 Capital Improvement Plan budget to add the Underground Conduit project not to exceed \$60,000 with funding to be from the General Fund and forward it to the Administration Committee.

**Vote:** 5 Aye

**Motion:** Adopted

**Dates and items for future agenda / meetings.**

None discussed.

**Adjournment.**

Chairman Fried adjourned the meeting at 3:11 p.m.