

**Minutes**  
**CAPITAL IMPROVEMENT PROGRAM SUBCOMMITTEE**  
**County Board Room - ONEIDA COUNTY COURTHOUSE**  
**January 12, 2024**

**Call to order:** Chairman Fried called the meeting to order at 8:30 a.m. in the County Board Room of the Oneida County Courthouse.

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

**Public Comment:** None

**Motion/Second: Fried/Holewinski** to approve the Minutes of 12/8/2023. All "Aye"; Motion carried.

**Finance Department Report ARPA 12/31/2023 Balances by Project:** Smigielski stated that a full report is in the packet and explained the formatting of the report. Smigielski stated that the balance in contingency is \$158,634. Smigielski reported that the HVAC phase one and Social Services projects are returning funding and those amounts are included in the report even though they have not been formally approved yet.

**Project Status Updates, discuss funding reductions due to ARPA regulations and timeline constraints:**

- Public Health Delivery of Services (Res #9 7 – 2022), Linda Conlon – Conlon stated that they have done quite a bit of respiratory illness outreach. Conlon reported that they are predicting to use an additional \$5,000 for fixing some flooring safety issues in their mass clinic site. Conlon stated that the total spend down of ARPA dollars as of 2024 is expected to be approximately \$31,100. Conlon explained that she does not expect to spend any more than that and does not feel that they will spend the full \$50,000 that they were allocated. Smigielski stated that any remaining funds will be returned. It was clarified that \$18,900 will be returned as unspent and a Resolution will need to be completed.
- OCEDE Broadband Project (Res # 35 – 2022, # 107 – 2022, # 108 – 2022, #73-2023), Jeff Verdoorn – Verdoorn stated that there is a broadband Task Force formed and John Sweeny is the Project Manager. Verdoorn explained that \$100,000 was budgeted for engineering for a three year-period starting with the year 2022. Verdoorn noted that the first \$50,000 of that is committed. Verdoorn noted that they do not know if there will be additional costs for engineering, but that cannot be determined at this time. Discussion regarding the remaining \$50,000 that may not be expended. Smigielski stated that Sweeny is considered an employee of the county and is an LTE. Smigielski explained that we cannot pay him out of the ARPA funding after December 31, 2024. Smigielski reported that there is not a concrete plan and this is a work in progress. Fried discussed possibly pulling back some of the ARPA funding with the timeline. Holewinski stated he was in favor of pulling back the \$50,000 and then proceeding with projects that are more concrete. Discussion that this is just pulling back ARPA funding, not funding for the project. It was determined that \$50,000 will be returned and a Resolution will need to be completed.
- Children Support Worker (Res # 19 – 2022), Mary Rideout – Rideout stated that this position would be funded into the year 2025. Rideout stated that there would be \$47,000 remaining after that timeline. Rideout stated that there is not a concrete plan but they have been working on different options to continue this position and discussions are being had. Rideout explained that this position is valuable as it is helping to keep out-of-home care costs down. Rideout noted they were looking into supplanting

different funding as an option but stated that this position may just end a year earlier. Schreier stated he would recommend that the funding gets pulled back but if a plan is determined it could be reviewed. Rideout reported that with increased referrals from the School District regarding children under 10 there is a need to provide additional services to the school. Rideout stated these are directly Pandemic related but there is not a plan at this time as discussions have just begun. Discussion regarding the new requirements for ARPA. It was determined that \$47,000 will be returned and a Resolution will need to be completed.

- CJCC (Res # 06 – 2023), Mary Rideout – Rideout noted that this is similar to the above position. Rideout explained that this is being used as match money to the TAD grant. Rideout stated that related to substance abuse mitigation there are a million things that need to be done. Rideout noted that there was a committee created to determine how to spend the ARPA and Opioid funding. Rideout stated that this is too short of a timeframe to determine how to spend the funding and they want that determination to be well thought out. Schreier stated he would recommend to pull the funding back as there is Opioid funding. Schreier stated that he feels they can work out of that pot of money as there is no timeline. Rideout reported that the Health Department also got a grant that may help with mitigation. It was determined that \$99,000 will be returned and a Resolution will need to be completed.

**Project Status Update, discuss removal from ARPA Plan due to timeline constraints:**

- Highway Back-up Generator (2024 ARPA Plan), Alex Hegeman – Hegeman reviewed the generator project. Hegeman reported that Almekinder is working with WPS and the State. Almekinder stated that he needs to talk to an engineer in Rhinelander and this will fall into place. Almekinder reported that Minocqua is set to go, the delay is the Rhinelander project. Almekinder noted that once he gets what he needs he can set up meetings within weeks and this can be done this year. Almekinder stated that he does not know what the bids will come in at but he was advised that he cannot bid on it. Fried stated that if this is not completed we can put it into roads. Smigielski explained that the bid procedures need to be followed. Discussion of how remaining funding should be handled if there happens to be any remaining in this project. Holewinski stated that we can deal with any remaining funding when we get to that point. Fried stated that we will need a final determination by the March meeting. Schreier stated that he thought that we were only to approve projects that we are certain of as we are in jeopardy of losing the money. Holewinski noted that this project is very close to being set and they are potentially going to save the county a lot of money. Fried stated that we will give this project until the March meeting for the bid documents to be put out and a Resolution to the County Board.
- Paperless County Board (2024 ARPA Plan), Jason Rhodes – Rhodes stated that they received quotes of approximately \$400 – \$600 apiece for a less robust tablet with no keyboard and \$900 – \$1000 per machine for better tablets including all of the software. Schreier stated that we just need to determine which one we want. Discussion regarding the differences in the machines. Fried stated that we should move ahead with this with the goal to be completed before the new county board. It was determined to go with the better machines that included a keyboard and allowed access to Allshare.

**Shovel-Ready/Scalable Projects, Discuss possible addition to ARPA Plan:**

- ROD Back Indexing (Res # 92 – 2022), Kyle Franson – Franson reported that the original project is moving forward with the completion to be approximately April or early May of this year. Franson stated that if this \$54,000 is approved, that project will be completed in August or September. Franson stated that if the additional \$54,000 is approved documents would be on electronic index back to 1980. Franson clarified that means Oneida County would have 44 years of documents on the computer to be searchable online. Fried stated that we will make a determination at the end of the meeting.
- Sidewalk Repairs (2024 CIP), Troy Huber – Kennedy stated that this project would be sidewalk replacement, driveway approaches at the Courthouse and garage approaches, door apron and sidewalk addition at the Law Enforcement Center. Kennedy reported that this is a current CIP project with a

budget of \$80,000. Kennedy noted that solicitation for bid will be published on Tuesday. Smigielski stated that this is already set to come out of the General Fund so this will return that money to the General Fund if the funding source is allocated to ARPA instead. Kennedy stated the completion date is expected to be October of 2024.

- Oneida County Tourism Council – Mapping Project – Fried stated that there is a cover letter explaining what has been done. Holewinski stated that he is in support of this project with the new data presented. Westfahl noted that they are ready to go on this. Fried reported that Westfahl did her research and this is a benefit for other organizations. Chiamulera stated that this is a project they are comfortable taking on and would take about a week to get set up. Chiamulera reported that this would be some work initially but not once it is set up. Discussion regarding a contract being needed. Fried stated he feels that there is support for this project.
- Highway Patrol Trucks (Pending Resolution), Alex Hegeman – Hegeman stated that there is a spreadsheet as there are different sets of trucks on order. Discussion regarding funding, completion and delivery of each set of trucks. Discussion regarding the wording of the Resolution for ARPA funding. Smigielski stated the Resolution was listed as \$1.1 million for Patrol Trucks and does not specify which truck, with the intent that it could pay for any of the trucks.
- Highway/2024 Equipment (2024 CIP, Highway Equip Fund), Alex Hegeman – Hegeman stated that this is a list of equipment that are options if there is excess funding left over from ARPA.

**Potential CIP projects/programs TBD:** Fried stated that the Fire suppression system project is new and may qualify for ARPA. Smigielski explained that if this is an emergency and this does not go out to bid, this would not be a good ARPA project. Funding options were discussed. Smigielski noted that they would need to go to Administration Committee for the committee to approve. Rhodes stated another project would be the mobile device computers in the squads, clarifying that these are recording devices. Rhodes reported that this is an upcoming project but could be pushed forward if there was money available and needed to be spent. Rhodes stated that doing it sooner would save cost. Discussion regarding which projects to go forward with. Discussion regarding funding updates and prioritizing projects. Fried clarified that everyone was in favor of the Register of Deeds project \$54,000, Tourism project of \$45,000, MCD for \$155,000 with the remaining balance allocated to the Highway Patrol Trucks project. Fried stated that the Sidewalk project should be a CIP. Smigielski went over all of the Resolutions that need to be completed.

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

March 1, 2024 at 8:30 a.m.

**Adjournment:**

Chairman Fried adjourned the meeting at 10:27 a.m.