

**JOINT MEETING OF CAPITAL IMPROVEMENT PROGRAM
SUBCOMMITTEE/PLANNING AND DEVELOPING
COMMITTEE/ADMINISTRATION COMMITTEE
FRIDAY, AUGUST 30, 2019
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 amended agenda: Motion by Fried/Jensen to approve today's amended agenda with the order of the agenda at the Chairperson's discretion. All aye; motion carried.

Approve minutes of August 21, 2019: Motion by Sorensen/Fried to approve the minutes from August 21, 2019. All aye; motion carried.

Oneida County Fair Storage Building Request and Lakeland Generations Request for Building Fund – Jensen stated that the County Fair Storage Building request should come in at \$20,000.00 and therefore doesn't meet the Capital Improvement Project limits. Fried stated that the Lakeland Generations Request is looking to rebuild their building and they may come to the County to ask for assistance.

Department Presentations: Jensen stated that there will not be department presentations today, however, if there are questions regarding a project there will be time for questions. Fried clarified that he will be asking some questions today to help him determine where projects will fall in the prioritization scheduled. Sorensen stated that he believes that maintaining the general fund at a set minimal level also needs to be a priority. Jensen stated that it is his understanding that the CIP Committee will rank the projects and come up with a suggested list of what projects should be funded and then the Administration Committee will need to determine what projects are actually completed and how they are funded. Discussion regarding the funding of the projects. Discussion regarding the general fund balance. Smith reported that there is approximately \$6.2 million in the non-reserved general fund. Smith reported that she would like to set \$2 million aside for future needs leaving \$4.2 million for Capital Improvement Projects. Departments will be asked questions as the committee begins the prioritization process. Dan Hess, Sheriff's Office; Jason Rhodes, ITS; LuAnn Brunette, Buildings and Grounds are present to answer questions if needed.

Review and evaluation of 2020 Capital Improvement Program Project Requests:

- Priority #1 - Radio Infrastructure – Fried asked if there is any way to spread this project over a few years instead of right away. Hess stated that the project needs to occur in one year and the costs have been trimmed as much as they possibly can. Discussion regarding the funding from the state that should be coming to Counties from for 911 systems from the fees placed on phones. Smith reported that part of the cost of the project is a 5-year maintenance agreement and a contingency which accounts for approximately \$600,000.00 of the contract. Discussion regarding if the number should be kept at \$3,523,225.00 or decreased. Discussion regarding where this should fall on the priority list. This will be the number one priority.
- Priority #2 - Infrastructure upgrade – Romportl stated that he believes this project should be ranked number one as it is already in progress and therefore needs to be approved and completed.
- Priority #3 – Server/Storage Upgrade - Discussion regarding what should be 3rd for priority; Server/Storage Upgrade, Fuel System Upgrade, or Real Property Software. Discussion regarding continuing to upgrade/maintain the existing highway department versus building a new highway department.
- Priority #4 – Phase III Radio
- Priority #5 – Hardware refresh - Discussion regarding #5 being fuel system upgrade, body scanner or hardware refresh. Discussion regarding whether hardware refresh should be funded through general fund or through department budget.
- Priority #6 - County Highway Reconstruct – Jensen stated that based on the recommended spending by Smith he believes this needs to be addressed. This project is asking for \$950,000.00 with \$610,000.00 to come from the general fund. Sorensen stated he believes this project should be returned to last years fund level of \$450,000.00 with the full amount to come from the general fund. Discussion on the level of funding. This project will be kept at \$950,000.00 recommendation and the Administration Committee will need to evaluate it.
- Priority #7 – LEC Body Scanner – Discussion regarding #7 being the LEC body scanner or highway shop fuel system upgrade. Discussion regarding the liability of not having the body scanner at the jail.
- Priority #8 - Real Property Software – Discussion regarding #8 as Real Property Software, Fuel System Upgrade or LEC Video Surveillance Upgrade.
- Priority #9 – LEC Video Surveillance Upgrade - Discussion regarding whether the LEC Video Surveillance Upgrade or the Fuel System Upgrade should be funded. Discussion regarding funding the fuel system upgrade at \$95,000 instead of the

full amount of \$300,000 until the future of the existing highway department is determined.

- Priority #10 – Vehicle Bay Exhaust – Discussion regarding 10th being fuel system upgrade or vehicle bay exhaust system. Jensen stated that vehicle bay exhaust needs to be completed as the exhaust is currently going into the bay where the employees work. Fried would like to see Courthouse ADA access addressed.
- Priority #11 – Taser Replacement – Discussion regarding making the fuel system upgrade 11th or courthouse air supply and handling system. Jensen stated that he believes the fuel system could be put off one year if needed and the highway department may need to go elsewhere to get their fuel. Brunette explained that the air supply and handling system has risen in priority due to the potential for damage to the historical section of the courthouse. Fried stated that he believes the tasers should be 11th due to officer safety.
- Priority #12 - Vehicle Purchase for Social Services – Discussion regarding this being funded through department 2020 budget. Discussion regarding the vehicle purchase being ranked #12.
- Priority #13 – Fuel System Upgrade
- Priority #14 – Brine Building and Storage – Discussion regarding the brine building and storage building being ranked at 14th.
- Priority #15 – Courthouse Air Supply and Handling System – Discussion regarding 12th being courthouse air supply and handling system, however, with possible alternative monitoring system this will be ranked #15.
- Priority #16 – Courthouse ADA Access
- Priority # 17 - Patrol Truck Purchase – Stefonek reported that he currently has 2 patrol trucks that have a high maintenance cost associated with them each year. He would like to replace those two trucks in the next year.
- Priority #18 - Impervious Surface Mapping from Aerial Imagery – Romportl stated that they will look at getting a grant to help pay for this.
- Priority #19 - Video Conferencing
- Priority #20 - Board Member Tablets

Sorensen stated that he would like the Administration Committee told that the CIP Committee feels strongly that we need to maintain a \$2 million balance in the general fund. Discussion regarding the potential fund balance in the general fund for 2020.

Finalize 2020 Capital Improvement Projects for Administration Committee

Consideration: Jensen stated that there were a number of consideration that were suggested for the Administration Committee to consider.

Motion by Jensen/Sorensen to approve the funding prioritization for the 2020 CIP projects and forward it onto the Administration Committee for their consideration.

Public comment/communications:

None

Dates and items for future agenda/meetings: To be determined.

Adjourn: Jensen adjourned the meeting at 10:05 a.m.

Respectfully submitted,

Tracy Hartman, Recording Secretary
Oneida County Clerk

Robb Jensen, Chair