

**Minutes**  
**JOINT CAPITAL IMPROVEMENT PROGRAM SUBCOMMITTEE/ADMINISTRATION COMMITTEE**  
**COUNTY BOARD ROOM – SECOND FLOOR – ONEIDA COUNTY COURTHOUSE**  
**Monday, August 29, 2022**

**Call to order:** Chairman Fried called the meeting to order at 10:04 a.m.

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

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

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

**Approve the Minutes of the August 17, 2022 meetings.**

**Motion/Second: Cushing/Schreier** to approve the Minutes of the August 17, 2022 CIP Meeting as presented. All "Aye"; Motion carried.

**Direct Finance Department to prepare necessary reports:**

Finance Director Tina Smigielski went over the CDBG report. Zach Vruwink of the City of Rhineland stated that they are obtaining pricing. Smigielski stated in the original application, the concrete pathways and piers were slated for \$64,249 in CDBG funds. Smigielski stated that the Minocqua project had an original budget of \$685,517 and \$220,000 of that was to come from CDBG funding. Smigielski stated that since then the project has been pared down a bit. Per Smigielski the counties CDBG balance to be allocated and fully spent and done before December 31<sup>st</sup> is \$630,976.16. Holewinski questioned the Hodag Park bike path. Smigielski stated they are still requesting this. Fried stated that we are trying to make sure all of the money is spent. Fried noted that \$630,976.16 is left after the deduction of the County project of Almon Park, the only remaining entities are the Town of Minocqua and the City of Rhineland. Smigielski stated that at this time the City of Rhineland is earmarked for \$205,000 from CBDG and Minocqua was \$220,000 of CDBG funding. Fried stated that some of those Rhineland projects are not moving forward. Smigielski stated that an unallocated portion would go back to the Feds. Smigielski reported that the fishing pier numbers are not in yet. Smigielski went over the rules for CBDG funding. Mark Pertile of Minocqua stated that they could take any remaining funds that look to be unused. Pertile stated that if Rhineland cannot commit to the funds Minocqua will take them. Schreier stated that Minocqua and the Oneida County Almon Park numbers have been known, if there are still unknown numbers from any entity they should be moved to the bottom of the list. Vruwink stated that all of the vendors that he has spoken with have the piers in stock. Discussion regarding reallocating funding.

**Motion/Second: Scheier/No Second** to allocate the \$20,976.16 to the Minocqua project.

Motion fails as no second.

**Motion/Second: Fried/Holewinski** To direct the Finance Director to make final allotment of CDBG funds of \$140,000 for Oneida County Almon Park project, \$250,000 to the Rhineland Bike and Pier projects and \$380,976.16 to the Minocqua Torpy Park project. All "Aye", Motion passes.

**Determine CIP Projects and Funding for 2023 Budget:**

Fried stated we will now go through the General Fund and ARPA funding. Fried stated when sorting these projects he was looking at what should move forward and if it should be slotted for ARPA funding, General Fund, or a loan from the General Fund. Fried stated he felt that Committees of Jurisdiction can make the determinations on items being funded through department funding. Smigielski stated that \$100,000 was the guideline for ARPA submissions for administrative processes.

○ **Land Information**

- Aerial Photography/Imagery – Smigielski stated this is a request at \$100,000 total either from relief or the General Fund. Holewinski stated that this should be out of the General Fund and a continuing appropriation should be set up for future requests, as this happens every five years. Schreier stated this could be put off a year or so this is a lesser priority. Chiamulera stated they need the approval so the contract can be signed in 2023. Chiamulera stated that this is a joint flight with a consortia and the price is lower due to it being a joint project with other counties. It was determined to slate this as \$100,000 from the General Fund.

- LiDAR (Elevation Data) – Smigielski stated that this is a request of \$100,000 from the General Fund.
  - **Buildings & Grounds**
    - Courthouse HVAC Upgrades – Phase I (Chiller Replacement) – Fried stated this is a high priority. Holewinski stated that the five projects that Troy brought forward we should approve funding for. Discussion regarding funding, it was determined to use ARPA funding.
    - Courthouse HVAC Upgrades – Phase II (Air Supply & Handling) – Discussion regarding funding, it was determined to use ARPA funding.
    - LEC and ADRC/PH Facilities Fire Panels Upgrade – Discussion regarding funding, it was determined to fund through General Fund.
    - LEC Dispatch and IT Server Room A/C Upgrade – Discussion regarding funding, it was determined to fund through General Fund.
    - LEC Water Softener Installation – Discussion regarding funding, it was determined to fund through General Fund.
  - **Highway**
    - Backup Generator Installation – Fried stated that this should go back to committee to be refined. Holewinski stated that if this goes back to committee and they decide to do something different it can still be allocated to ARPA. Discussion regarding funding, it was determined to be allocated from ARPA in the amount of \$400,000.
    - Highway Construction, 2023 - 2025 Request – Fried stated that \$1.2 Million is a General Fund, CIP request.
    - Patrol Trucks, 2023 - 2025 Request – Fried stated that this \$1 Million was to be a General Fund Loan request. Smigielski stated that a Resolution would need to be done to indicate that there is General Fund set aside for this and when payments are to be made.
    - 25 Ton Trailer – Discussion regarding funding, it was determined that this will be purchased from the Highway Equipment Fund.
    - Air Compressor – Discussion regarding funding, it was determined that this will be purchased from the Highway Equipment Fund.
    - Brush Chipper Purchase – Discussion regarding funding, it was determined that this will be purchased from the Highway Equipment Fund.
    - Mini Excavator – Discussion regarding funding, it was determined that this will be purchased from the Highway Equipment Fund.
    - Tractor / Mower – Discussion regarding funding, it was determined that this will be purchased from the Highway Equipment Fund.
  - **Info Tech Systems**
    - Replacement of Polycom Video Conferencing in Court System – Smigielski stated that the response from the Sheriff's Office was that the Jail Fund cannot support this project. Smigielski stated that this could be a relief project, not related to the cyber security projects. Schreier stated that he feels that they are replacing a not so good system with a not so good system. Fried stated that it looks that this should be sent back to committee of jurisdiction. Cushing stated that Rhodes had reported that they cannot get parts. Fried stated we need a bit more information. Discussion regarding marking it for ARPA in the amount of \$200,000, but still requiring more specifics.
  - **Medical Examiner**
    - Morgue/ Transportation Project – Fried stated there was a lot of discussion regarding these projects and requests. Fried stated there may be liabilities involved in creating this. Almekinder questioned the security aspect. Discussion regarding security of a morgue and what the liability would be. Holewinski stated this is optional, how many counties have a morgue. Holewinski stated this needs to come back with a little more research, we need costs, fees charged and more detail. Fried stated this should go back to committee of jurisdiction to be reworked. Almekinder stated that vehicles purchases should be worked into the budget. Holewinski stated this should be an operating costs. Fried stated that there is a Continuing Appropriation Fund for vehicles. Discussion regarding trade in and potential purchase. Fried stated that at this time we are going to slot it for \$50,000 for one vehicle funded with General Fund. Holewinski stated the morgue should be brought back to the committee. Almekinder stated they do not want to get in the morgue business. Discussion regarding the radios cost. Schaub stated that these would

increase response time. Discussion of the rate that Forest County is paying to Oneida, this is not per death. Smigielski stated that the radios do not qualify for a CIP do to the amount of the request and that they cannot be depreciated. Smigielski stated that this is an operating expense. Fried stated that this should go to the committee of jurisdiction. Holewinski stated this should be in her budget. Fried stated that the radios would qualify for ARPA and will be slotted under ARPA as a placeholder in the amount of \$22,000. Fried stated that the other equipment and morgue is off the table for the 2023 budget and she can work with her committee of jurisdiction on those items.

○ **OCEDC**

- Nicolet College Innovation Center – Holewinski stated that Nicolet can tax and may already have gotten ARPA. It was determined to put this on hold.
- Non-Profit Covid Relief - Wild Instincts – It was determined to put this on hold.
- Oneida County Broadband Expansion – Consulting Services – Fried stated that \$100,000 should be earmarked for ARPA funding.
- Oneida County Outdoor Trail Improvements - Discussion that these are not on county land. Holewinski said he was not in favor as there are trails on county land that we are updating. Smigielski stated that there would need to be a subrecipient agreement and they would need to comply with the Federal program. Holewinski stated that it is an issue to spend funding on a trail that is not county owned. It was determined that \$50,000 was marked for ARPA as a placeholder.

**Motion/Second: Fried/Scheier** to slot \$50,000 temporarily with ARPA funding on the spreadsheet for the trail project.

**Discussion:** Fried stated this motion is to just place this on the spreadsheet, the summary of projects will need to be completed. Fried stated that this could be temporary.

**Roll Call Vote:** 2 Nay, Almekinder, Holewinski; 3 Aye, Cushing, Schreier, Fried.

**Motion passes.**

○ **Public Health**

- Vaccine Administration & Promotion – Discussion of what the scope of the project is. Almekinder stated that the vehicle was removed. Fried stated that it is his recommendation to allocate \$50,000 in ARPA funding for the use of Public Health vaccine administration and promotion.

○ **Social Services**

- Social Worker Position – Fried stated this is an ongoing position it should be in the budget. Discussion that this is ongoing expense and should be in the budget.
- Substance Abuse Mitigation – Fried stated that it was discussed that Opioid funding may be available. Smigielski \$130,000 is the total request for this with \$5,000 of that being allocated for a grant writer. Smigielski stated that this was not in the budget as a request. Smigielski stated this program would go away when the funding goes away. Per Smigielski, this is to be a three year match TAD (Treatment Alternative and Diversion) grant through the state. Smigielski clarified that originally the request was for \$300,000, then it was reduced to \$130,000. Smigielski noted that \$125,000 would be the match and \$5,000 for the grant writer. Schreier stated that this program will be reviewed annually. Holewinski stated to approve this it would be contingent on getting the matching grant. Fried feels that \$130,000 should be slotted for the ARPA funding source.

*Cushing left at 11:47 am*

○ **Solid Waste**

- Trash Compactor for Transfer Station – Fried stated this request is \$235,000. Discussion of making this request a loan. Jolin stated that they would want to do this in the slowest time of the year. Jolin stated it will take 16 weeks for delivery. They would like this in place before the busy season in spring. Smigielski stated that a different approach to expedite this would be to use ARPA funding. Discussion of what funds are allocated to each source. Discussion regarding how to expedite this purchase.
- Trash Compactor & Truck – Fried stated this should be a loan from the General Fund in the amount of \$495,000. Per Fried, this is a business and the county just funded the new building. Almekinder stated there is just the timeline issue, so as not to be under construction when it is the

busy season. Discussion of what loans are already in place and to potentially combine them with a longer term payback.

- Forklift – It was determined that this would come from the Solid Waste fund.
- Quonset / Transfer Roof & Repairs - Fried stated that this original request was to be paid out of the department fund. Fried stated that they are moving this to an ARPA request in the amount of \$45,000.

*Recess at 12:09 p.m.*

*Return at 12:16 p.m.*

**Motion/Second: Fried/Holewinski** to forward on to the Administration Committee the suggested appropriation money for ARPA dollars, Capital Improvement Program dollars, General Fund dollars as well as General Fund Loan dollars for consideration for the 2023 budget by forwarding the updated Oneida County ARPA and Capital Improvement Projects 2023 Funding sheet for consideration for the 2023 budgeting. All “Aye”, Motion adopted.

**Discussion:** Schreier questioned if the budget for Highway will be enough due to increase in costs. Discussion regarding the Highway Department upcoming projects and funding. Fried commented that if these projects move forward and change in scope or exceeds costs they would need to come back to this committee. Fried stated this committee will be updated as we go into 2023. Smigielski stated that the funding sheet proposal be posted to the website.

**Public comment/communications:** No comment

**Discuss and set next meeting date:** To be determined.

**Adjournment.**

Chairman Fried adjourned at 12:26 p.m.

Respectfully submitted,  
Heidi Nehls  
Recording Secretary