

MINUTES
CAPITAL IMPROVEMENT PROGRAM SUBCOMMITTEE
COUNTY BOARD ROOM – SECOND FLOOR, ONEIDA COUNTY COURTHOUSE
Thursday, February 24, 2022 **TIME: 11:00 AM**

Call to order and Chairperson’s announcements – Chairman Fried called the meeting to order at 11:00 a.m. in the County Board Room. Fried stated that he spoke with Oneida County Board Chairman Dave Hintz and he would like any recommendations from this committee to be relayed to him, it would then be determined if that should be forwarded to the Administration Committee.

Members Present: Billy Fried, Steven Schreier, Scott Holewinski, Jason Rhodes, Tina Smigielski

Approve agenda for today’s meeting (order of agenda items at Chairperson’s discretion) –

Motion/Second: Holewinski/Rhodes to approve today’s amended agenda as presented at the discretion of the Chair. All “Aye”; Motion carried.

Public comment – No comments

Approve minutes of 1/19/2022 –

Motion/Second: Rhodes/Fried to approve the Minutes of the 1/19/2022 CIP Meeting as presented. All “Aye”; Motion carried.

Departmental Updates on 2022 CIP Projects –

Buildings and Grounds –

CAR PORT PH / ADRC – Huber stated that the carport bids came in at \$126,900 and \$110,173 with \$50,000 being the originally budget amount. Fried stated this is more than double what was expected. Huber stated that he reviewed this with Health Department Director Linda Conlon and they do not have any additional funding to make up the difference. Per Huber, Conlon reported that this is not a necessity but is more a want. Huber stated that Conlon was not interested in modifying the project to make it smaller. Holewinski stated that this is a project that should be looked at in the future to see if costs go down. Fried stated that the funding for this project was to come from the General Fund. Per Fried, the recommendation is to hold off on this as it is cost prohibitive and this project is more of a want as opposed to a need.

COURTHOUSE ELEVATOR UPGRADE – Huber stated that there is one bid of \$123,448, with \$125,000 being budgeted out of the General Fund. Huber reported that the contractor wants to use their own bid documents and they are being vetted by Corporation Counsel. Huber stated that they are moving forward with this project and this is to be funded through the General Fund.

DSS OFFICE REMODEL – Huber stated that the plans have been worked on by both Social Services and Buildings and Grounds; they have been approved by the Social Services Committee. Per Huber, the contractor is looking at the plans to give a ballpark figure, \$110,000 is the budgeted amount. Fried questioned if the scope of this project has changed. Rideout stated that the plan is still the same, with a few additions. Rideout explained that there were a few additional requests such as water being added to a couple of rooms. Per Rideout, that is something that could be cut out of the project as it is expected to be costly. Rideout stated that with the current costs on construction, the costs of the project have increased. Huber stated that they have not finalized the plan yet. Smigielski stated that this is relief funding and if there are add-ons not applicable to relief funding the funds may need to come from a different pot.

LEC CHILLER – Huber stated that the chiller has been approved and they are moving forward. Huber reported that June is the estimated delivery date. Fried questioned the water tower that was discussed at the last meeting. Huber stated that they are going to refurbish the existing tower. Huber stated that \$383,037 is the bid and there is a signed contract on the Chiller. Discussion of the original requested amount. Per Smigielski this is to be paid out of relief funding and was approved at County Board. Holewinski questioned how long that price was good for. Per Huber there is a contract and we are locked in at that price.

LEC JAIL PLUMBING & ICON SYSTEM – Per Huber the original pricing on this was \$75,000 and now is at \$107,588. Huber stated that implementing this system would give better control. Per Smigielski this is funded with relief funding. Fried stated that this is a water saving system and will save money. Chief Deputy Sheriff Dan Hess stated that this project is definitely a need as the last suicide was by hanging on a shower fixture. Hess reported that this new system has push buttons and the showerhead is in the wall so inmates can’t hang themselves. Per Hess, it’s illegal to monitor

with cameras in the showers. Holewinski asked how much was in the Jail Assessment account. Hess estimated that there is approximately \$75,000 in the account. Hess advised that this account is more for emergency situations. Fried questioned whether this account could fill the \$32,000 overage from where this project started. Hess stated he did not advise running that account so low, if a freezer in the kitchen or another unknown cost came up that account would not be able to fill that need. Smigielski stated that this should follow the same process as the Chiller. Per Smigielski, the cost exceeds the original estimated amount but can still be routed through ARPA funds. Fried stated the Resolution should follow the process of the Chiller so that the County Board is aware that this project is over the original estimated amount.

LEC JAIL SECURITY GLASS REPLACEMENT – Huber stated bids came in under projection; \$219,000 was the original estimated cost. Per Huber one bid came it at \$207,000 and one came it at \$99,500. Discussion of the differences in the bids. Huber stated that they are moving forward and this should be brought to Administration and then to County Board.

Forestry -

ALMON PARK SHELTERS – Fiene stated that this project is funded with CDBG grant funding. Per Fiene, the cost of the project is \$60,000 for the structures and \$6,500 for the engineering. Fiene stated that the expectation is that this project will be way over budget with the change in costs. Fiene reported that the engineering was not included in the project cost. Fiene stated that there are two options; one is to look at additional funding through the CDBG grant and the other is to complete just one shelter. Per Fiene, both shelters will need to be tore down as they are both a safety concern. Fiene stated that there may be additional funds through CDBG as there are some of the projects that are not proceeding. Per Fiene, this may leave additional funds available through CDBG. Fiene stated that the engineering will come out of the Parks Development Fund. Fiene reported that this project may not be completed in 2022. Per Fiene, with the market and worker shortages this may not be completed but the hope is that an extension will be given.

PURCHASE ENTERPRISE PARCEL – Per Fiene, the Knowles Nelson grant is still in the works. Per Fiene at the last meeting the recommendation was to hold off purchasing this property until the Hwy. Q parcel was sold. Fiene stated that the landowners were not willing to hold off and they will be putting it on the open market. Holewinski questioned if the \$60,000 would need to be paid out by the county first. Fiene reported that approximately \$16,000 is in the Land Account at this time. Fiene stated approximately \$16,000 or \$17,000 would be needed from the General Fund to purchase this parcel with approximately \$30,000 in grant funding being applied for. Per Fiene, the Resolution would be drafted to say that any proceeds from the Hwy Q sale will go to the General Fund as a reimbursal if General Fund money was used. Schreier questioned if a retroactive payment request with the grant funding would be an issue. Fiene stated that the issue with the Gillette-Wickham purchase was that the Resolution did not address the reimbursal. Fiene stated that this Resolution will have the correct wording.

THREE LAKES CULVERTS – Fiene stated this project will be funded 100% with Grant Funding. Per Fiene, this is an extension of a culvert on Hwy 45 so the Snowmobile trail can be run along the highway. Fiene reported that state statutes have just changed, the new rule is that a trail needs to be 10 feet off the roadway. Fiene stated due to this, the extension is not going to be as significant as originally planned. Fiene stated that Eric Rady is working with the Highway Department to get some numbers on material and installation costs, the engineering costs that is required by the DOT is \$16,000. Per Fiene if for some reason the Grant does not go through this will be brought back.

Highway -

BRINE BUILDING – Highway Commissioner Alex Hegeman stated that the Brine Building is pretty much complete. Hegeman reported that they are looking at moving the equipment over in the spring or summer. Per Hegemen, they do not want to do this in the winter season. Discussion regarding costs.

CRACKSEAL TAR KETTLE – Hegeman stated this is project is 100% coming out of department funds. Hegeman reported that this has been ordered and the old machine was traded in. Per Hegeman this came in just under budget.

FUEL SYSTEM UPGRADE – Hegeman stated that they are working on issues with the software. Per Hegeman, once the ground thaws the old tanks will be removed. Fried questioned funding and if it looked like they will be within budget. Hegeman stated that they are not sure of what the costs for removal of the tanks will be. Jeri Cooper stated that it depends on what they find when the removal occurs. Hegeman stated that they are not asking for any additional funds at this time.

HIGHWAY CONSTRUCTION – Hegeman stated that bids were awarded today and they came in higher than anticipated. Hegeman reported that the cost of fuel and oil are high. Hegeman stated that last year it was approximately \$235,000 to \$250,000 per mile, this year it is anticipated to be about \$280,000 to \$285,000 per mile. Hegeman went over the costs of past projects. Hegeman reported that they are looking at some state and federal grants. Hegeman reported that he is pushing back some culvert replacement projects to cover the overage. Hegeman stated that he is not asking for

additional funds. Holewinski reported that the department is applying for other grant funding that may offset this. Discussion ensued regarding some future potential projects.

PATROL TRUCK – Hegeman stated that the proposal for two patrol trucks came in at \$790,000. Hegeman reported that this is significantly higher than anticipated and they are asking for additional funds. Hegeman stated that the purchase of the trucks has been approved by the County Board. Hegeman questioned if the additional funds could be pulled from the General Fund. Hegeman reported that there is money in the 2023 Equipment Budget but if this was pulled from his budget it would deplete the fund. Holewinski stated that the money will not be paid out until 2023 at this point. Holewinski explained that the process for getting a truck is putting your name on a list and they will tell you what the cost will be when you pick it up. Holewinski stated that if we wanted three trucks we could not get them, you can only order two per county. Smigielski stated that if we are not outlaying the cash at this time there should be a budget transfer that get's approved by Administration Committee. Hegeman stated that there is not a signed contract at this time and they are adding a surcharge when the costs increase. Per Hegeman, we will not see a final bill until they are delivered. Holewinski stated that we need to look further in the future. Per Smigielski, this should be placed on the Administration Committee Agenda to approve a budget transfer. Fried stated that the County Board approved the purchase and we will move forward and recommend that Administration Committee approve the funds to be allocated from the General Fund to cover the additional expense.

SIGN TRUCK – Hegeman stated that the quote came in at \$290,000. Hegeman reported that there was a \$5,700 surcharge for this in addition to the purchase price. Hegeman stated that \$250,000 was budgeted for and the quote was \$290,000. Per Hegeman this overage could be taken out of the Highway Department Fund. Discussion of where this additional funding should come from. Holewinski stated that the Highway Department could cover this. Fried agreed that the overage should come from the Highway Department Equipment Fund. Discussion regarding a long range plan.

SKIDSTEER W/MILLING HEAD – Hegeman stated that this piece of equipment was just ordered. Hegeman reported that this is funded 100% out of the Highway Department Fund. Hegeman stated that \$120,000 was the projected cost; the final cost was \$76,500 with the trade in of the old Skidsteer. Hegeman reported that they would work on a long range plan to bring back to committee.

Information Technology / Finance –

ERP SYSTEM UPGRADE – Smigielski stated that this is a two-year project, the current year funding is phase one. Smigielski reported that demos with three vendors were completed and a request for qualifications were sent. Per Smigielski, this will then be brought forward to the Administration Committee. Discussion of the payroll systems and phases. Smigielski reported that we need to find something that the Sheriff's Department will also use otherwise it is wasted money. Smigielski stated that she cannot give a solid estimate as these are unknown costs at this time.

INFRASTRUCTURE UPDATE – Rhodes stated they are on course and still in budget. Rhodes reported that at this time funding is sufficient.

Land Information –

LIDAR DATA – Fried stated that Land Information Director Romportl emailed an update and this was included in packet.

Discussion: Discussion of future projects and the approval process. Fried stated that new requests will probably be coming through this committee. Smigielski stated that she is directing departments to go to their committee of jurisdiction for approval first, then to Administration Committee if it is ARPA funding and if it is a Capital Project it should then go to the CIP Committee. Smigielski stated that with the approval of the Broadband project the available ARPA funds are now at \$4.7 Million. Fried stated that the roll of the CIP committee should be to vet the ARPA funded projects. Fried stated he would discuss this with County Board Chairman Dave Hintz as the Administration Committee would want some vetting of these projects before it gets to them. Smigielski reported that some of these projects were already rejected by the Funding Opportunities Committee or ranked low. Smigielski stated that capital projects should go through CIP, a project like the Fair will not come through this committee because it is not a Capital Project. Fried stated that the process needs to be better defined. Fried stated that his idea is that all ARPA projects should come through CIP but this would need the approval of Administration Committee to get that authority. Discussion of the process of submitting requests for ARPA funds to the committee. Schreier stated that maybe we need to bring back the Funding Opportunities Committee to work in conjunction with the CIP Committee. Smigielski stated that Administration Committee approved the process for relief funds as follows: a bid is obtained, approval from the committee of jurisdiction is needed, approval from Administration Committee is then needed, if it is approved by the Administration Committee it would then be brought to the County Board for approval. Fried concluded with an overview of the projects. Per Fried it will be recommended to pull the carport project from the project requests; LEC jail plumbing icon system is recommended to go to County Board and increase its ARPA funding by an additional \$32,000 to meet the bid pricing they have, the Jail Glass project moves forward coming in under budget, Highway Patrol Truck will be recommended to the Administration Committee to forward to the County

Board with an additional \$200,000 of General Fund money allocated to the project and the sign truck overage will be absorbed by the Highway Department. Rhodes asked when the 2023 CIP projects should be brought forward. Fried stated this should be sooner than later but there needs to be a discussion with Chairman Hintz to determine a process.

Dates and items for future agenda / meetings.

A new meeting date was left undetermined.

Adjournment.

Chairman Fried adjourned the meeting at 12:30 p.m.

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