

CAPITAL IMPROVEMENT PROGRAM (CIP) SUBCOMMITTEE
September 1, 2020
Minutes

Committee members present: Chairman Billy Fried, Supervisor Steven Schreier, Supervisor Jack Sorensen, Darcy Smith, Mike Romportl.

Call to order and Chairperson's announcements: Chairman Billy Fried called the meeting to order at 8:00 a.m. in the County Board Room, 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.

Approve agenda:

Motion/Second by Sorensen/Schreier to approve today's agenda with items at the Chairs discretion. All "Aye"; Motion carried.

Approve minutes of July 15, 2020 meeting:

Motion/Second by Sorensen/Schreier to approve the minutes of July 15, 2020. All "Aye"; Motion carried.

Public comment: No public comment.

LEC/Health Video Surveillance Upgrade Update:

Fried stated that this is a 2020 CIP. Dan Hess and LuAnn Brunette reported that they are meeting with vendors and have begun to run wire for the cameras. Brunette reported that they are anticipating being able to include 104 cameras for the price that was budgeted for the project. Discussion regarding the ITS budget for storage and if that will cover the anticipated needs. Jason Rhodes reported that the CIP for switches was for \$32,090, however, the anticipated cost for the switches is approximately \$5,000 over budget at \$39,000. Brunette reported that the vendor for the cameras is meeting today and will hopefully have numbers this week. Hess requested that this project not be brought back before the CIP committee. It is Hess's belief that this will not go over budget and if it appears that it will be going over budget it will be brought back to the committee.

Review of 2021 5-Year Capital Improvement Program Project Process and Requests:

Smith reported that there are CIP projects being presented for 2021 with a total projected cost of \$2,260,890. Smith reported that of the 15 projects there are 5 projects that were not previously presented in the 5 year CIP plan. Smith reported that of the CIP projected budget \$208,385 will be funded from department fund balance, \$30,000 from tax levy, \$240,000 from grants and the remaining \$1,782,505 will come from the general fund balance.

Department Presentations:

- **Sheriff** – Hess reported that the only project for the Sheriff's Office for 2021 is to replace the squad car video cameras for a projected cost of \$188,529. Hess reported that the cameras were last replaced in 2008 and cameras are beginning to fail. Hess stated in light of current events he believes that it is important to have the cameras replaced. Discussion regarding the life expectancy of the cameras and cost. Discussion regarding the storage. Hess reported that he believes that there will be a future CIP for body cameras. Hess reported that in order to add body cameras would be approximately \$300,000 plus an additional \$100,000 recurring cost for staffing to deal with video, storage and open records requests.

Solid Waste 2020 Capital Improvement Project – Tandem Axle Dump Truck:

Lisa Jolin reported that they would like to purchase a used tandem axle dump truck that can be used in the winter for plowing and in the summer for hauling compost. Jolin reported that the current vehicle is becoming a safety issue and needs to be replaced. Jolin reported that she believes they can get a used truck for around \$70,000 and the funding would come from the department fund balance. Jolin reported that the public works committee has approved the purchase.

Motion/Second by Sorensen/Schreier to approve the purchase. Discussion regarding using something that is already owned by the County. All "Aye"; Motion carried.

- **Solid Waste** – Jolin reported that Solid Waste has 2 CIPS for 2021. Jolin reported that the first CIP is for the purchase of a new 644K Loader for \$235,000. Jolin reported that the last loader was purchased 20 years ago and they are anticipating getting \$15,000 for a trade-in which would lower the funding needed to \$220,000. Jolin would like to see the County get on a 3 year trade-in program to keep equipment current with trade-in value. Sorensen

questioned if it would be beneficial for the county to sell the current loader privately to get more profit for the machine. Discussion regarding the warranty on the machine. Jolin reported that the second CIP is for the roof replacement on the baler building for a projected cost of \$75,000. Jolin reported that this was originally planned to be replaced in 2022, however, this year the building was looked at and it was determined that this would need to be completed in 2021. Discussion regarding the fund balance of Solid Waste which is currently around \$400,000.

- **Social Services** – Fried reported that Social Services is looking to add an additional department vehicle for a cost of \$30,000. Rideout reported that the 2021 vehicle would replace the 2011 vehicle that was purchased from the Medical Examiner's office 2 years ago. Rideout also reported that due to COVID the vehicle usage has not been quite what was anticipated, however, the expectation is that in the future travel will return to what it was previously. Discussion regarding maintenance and insurance costs. Rideout reported that they have reduced the travel budget by \$12,000. They reduced their levy by \$8,000 in 2020 and for 2021 the travel budget was reduced by \$4,000, however, that will not reduce levy but was used to balance other areas of the Social Services budget. Discussion regarding future vehicle purchases and how to fund the vehicles. Discussion regarding the anticipated increase in reporting and cases that may occur with school starting.
- **Forestry** – Paul Fiene reported that the Forestry CIP project is to replace two picnic shelters at Almon Park that are over 40 years old. Fiene reported that they would like to replace both shelters as there are a number of issues with the current shelters and they are becoming a safety concern. Fiene reported that the proposed cost of \$60,000 would come from the park and recreation Continuing Appropriations budget. Discussion regarding the funding and the replacement of structures.
- **Buildings and Grounds** – Brunette reported that there are a number of projects for Buildings and Grounds. Brunette reported that the rooftop air conditioners is a new project due to a unit failing this year. Brunette reported that the projected cost is \$145,000 and units that are outdated will be replaced. Brunette discussed ADA accessibility at Door 1 including automatic door openers. Brunette stated the funding may come from either the General Fund or potentially a Block Grant if approved. Brunette went over a potential for an ADA drop off location at Door 1. Fried discussed ADA compliance that would need to be addressed at some point. Fried went over what the current process is at this time to maintain security and how a single point of entry would change that process. Jeff Verdoorn from Oneida County Economic Development reported that the block grant money would need to be ADA driven and discussed some of the criteria for the grant. Brunette discussed Phase 3 putting in the infrastructure for the exterior doors to alarm if they are opened from the interior. Brunette went over estimated costs. Schreier asked if there would be an increase in staff with this change being implemented. Brunette stated her quote does not include staffing. Smith stated that staffing costs would be considered an operating cost and would not be included in the CIP proposal. Sorensen asked if the courthouse is ADA compliant at this time. Discussion of the need for this change. Schreier stated that the people that use the building and work in the building should feel safe, he stated this project should be rated higher than it is. The historic preservation of the courthouse was discussed. Fried discussed courthouse shootings, security and other benefits of a single point of entry. Jeff Verdoorn stated there is a 2 year window to have this project completed to be in compliance of the block grant.
- **Information Technology** – Jason Rhodes stated that they are switching over the Sheriff's Office and Department of Social Services so all of the departments are on one network. Per Rhodes this project is increasing our speed and capacity by ten times, which will help with the increase of people working remotely. Rhodes reported that they are updating the fiber between the Sheriff's Office and the courthouse so it can handle this new capacity. Per Rhodes the Election Security Subgrant is being utilized to update security across the network. Rhodes reported that it is expected that this project be completed in 2021. Discussion of fiber infrastructure and how this will affect future usage. Rhodes went over the upgrade to server storage stating that there will be a replacement of four of the current hosts and 13 virtual servers. Rhodes stated that the 2008 machines we have will no longer be supported through Microsoft for security updates. Discussion regarding potential leasing of space out on the cloud for storage for non-critical data. Schreier stated there are concerns when data is stored off site for storage. Rhodes stated there are benefits to keeping data onsite.
- **Highway** – Bruce Stefonek went over a handout that he distributed. Stefonek went over the life expectancy of a highway and the cost per mile. Stefonek stated that there are highways that are 15-19 years old. Stefonek reported that highways being installed right now have a life expectancy of 25-30 years. Per Stefonek there was a period of time that the highways were not being replaced and that has put us behind. Stefonek discussed the fluctuation in cost for blacktop in regards to projecting costs. Discussion of the lack of state or federal funding this year. Stefonek reported there are new preventative ways to prolong our highways such as crack repair, shoulder maintenance and chip sealing. Stefonek stated that the budget has not gone up in past years but the costs are increasing. Discussion of how the funding of road construction was done in prior years. Fried discussed the possibility of borrowing funds

versus taking money from the General Fund. Smith asked about asphalt replacement and inquired as to what the replacement schedule is for other counties. Stefonek stated that each highway is different in how they age and it depends on how they were made. The goal is to make it last longer with preventative maintenance and to prolong the life of the roads per Stefonek. Sorensen stated that road construction is something we just have to do. Fried asked if this request was separate from the budget. Discussion ensued regarding past amounts asked for. Smith stated she would do some research and come back with more information. Sorensen asked if the maintenance of plowing the state highways is a cost to the county. Per Smith this is being reimbursed 100 % by the state. Smith stated administration costs, management costs, labor cost, depreciation etc. is billed to the state. Sorensen asked about a possible savings if this maintenance was outsourced. Stefonek stated the county works at a zero percent markup, where as a private business has a mark up to make a profit. Stefonek stated that outsourcing is estimated to be approximately ten to twenty percent more than the County can do it for. Sorensen asked if there are any state funds that could be used to build a new facility, due to the increased size of newer vehicles. Stefonek stated that we are reimbursed our costs. Per Smith Fuel System upgrade is listed as a 2020 project. Smith clarified that this is not an additional project, just an increase in costs. Smith stated that the \$300,000 was approved, it was determined that it will cost more than was approved. Per Stefonek there were costs that were not included in the first process such as permits and changing of the driveway. Per Smith no funds have been spent on this project yet, the start was delayed due to COVID. Smith stated that this should be approved by the County Board in the form of a Resolution and the funding should be determined. Stefonek stated this upgrade is mandated by the state. Sorensen stated that this money is being put into the existing facility and debated if it would be more realistic to build a new facility. Fried recommended this topic may be off agenda. Smith stated that at the July 15th meeting it was asked that the Highway Department look at what improvements are planned for the next 15 years. Sorensen stated an outside consulting firm should look into what is more beneficial to the taxpayers of Oneida County, a new facility or putting more money into the existing.

Motion/Second: Sorensen/Schreier to table any future funding as far as upgrades to the existing facility until a study is done.

Discussion: Schreier expressed concern that one of these projects is mandated. Sorensen asked if this could be an agenda item for Thursdays meeting. Sorensen stated he would withdraw his motion if this would be added to the Agenda for the Thursday, September 3rd Meeting.

Motion/Second Withdrawn: Sorensen/Schreier

Discussion: Per Fried there will be a Resolution prepared for the County Board regarding the Fuel System upgrade for the additional funding. Discussion ensued regarding the Brine Storage Building. Smith stated that the original request for the Brine Building was \$408,000 and there were additional funds requested to finish it, Smith clarified that this would be a separate CIP. Stefonek went over the \$100,000 requested for the 2021 CIP, he stated that the current facility is not large enough to house the vehicles that are used to hold the brine tanks. This is a \$100,000 CIP request for 2021 that coincides with the 2020 CIP that was already approved per Fried. Discussion ensued regarding grants, funding or revenue generated by the use of brine to help offset the costs of this CIP. Discussion of what roads are brined in the County and the applicable usage and criteria to brine. Stefonek went over the Skidsteer CIP request. Stefonek reported that the mulching head should last 10-15 years and this would help with right-away maintenance. Discussion of the current Skidsteer and what the current usage is. Per Smith this is proposed to be purchased out of the General Fund.

Recess called at 10:31 a.m.

Resume at 10:37 a.m.

- **Finance** – Smith stated there are no requests for 2021.
- **Land Information** – Romportl stated there are no requests for 2021.

Public comment/communications: No Public Comment.

Dates and items for future agenda/meetings: September 3rd at 8 am. Items for future agendas will be Highway Department Study regarding a new facility versus CIP expenses, County Highway road construction funding history, rank and prioritize 2021 Capital Improvement Projects and finalize the five year plan. Smith requested that the committee members rank the projects, excluding the Highway projects as this will be discussed on Thursday. Fried went over how to do the ranking.

Adjournment: Chairman Fried adjourned the meeting at 10:44 a.m.

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