

Capital Improvement Program (CIP) Subcommittee
June 24, 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 by Sorensen/Schreier to approve today's agenda. All ayes; motion carried.

Capital Improvement Program (CIP) projects update – Smith gave an overview of the projects that were closed out in 2019 and the funds returned. Smith reported that when all projects were complete there was \$385,076 returned to the general fund. Smith reported on the projects completed in 2020 with a total of \$12,422 returned to the general fund. Smith reported there have been a total of 16 projects closed out since the last CIP meeting in 2019. Smith presented the current open CIP projects. Smith reported that there is one project from 2016, 2018 and two from 2019 still open. Smith reported that the LEC Body Scanner and Property Room Retrofit project are anticipated to be over budget and will be funded through the jail assessment fee budget. Smith also reported that the LEC Video Surveillance Upgrade project was budgeted for 60 cameras, however, the request was for 145 cameras. The project is being reevaluated and may come back to the CIP Committee. Smith also reported that the deadline for the fuel system update has been extended from the state and that project may go into 2021. Discussion regarding when the scope of a project changes how that should be handled and if it should come back to the CIP Committee. Discussion regarding which projects will be completed in 2020 and which projects may rollover into 2021. Fried stated that he would like someone from each department that has CIP projects open come and speak to the committee regarding the progress on the projects. Smith gave an overview of the various funding sources that are used for CIP projects (department continuing appropriations, grants, tax levy, state aids).

2021 CIP project dates and guidelines – Smith presented the packet of information that is sent to the department heads regarding CIP project requests. Smith reported that the packet will go out to department heads today with any changes made by the committee. Smith stated that she would like some changes made to the second page of the packet and she would like the committee to define when a project needs to be brought back to the CIP Committee if the scope or budget changes. Discussion when a project needs to be brought back to the committee. Fried stated that he would like to see changes to the funding or scope of a project brought back to the CIP Committee or to the Administration Committee if CIP is no longer meeting. Discussion regarding the funding available for 2021 CIP projects.

Community Development Block Grant (CDBG) Close Program – Smith gave an overview of the CDBG loan program and the closing of the loans. Discussion regarding what types of projects would be eligible for the funding. Smith explained that the project would need to be

approved by the state prior to any funds being spent and therefore current CIP projects in-process would not qualify. Smith also reported that the application process of this funding has been taking up to six months to be approved by the state. Discussion regarding the funds being used by other entities and what would be eligible. Smith explained that this is the county's CDBG grant program and only the county can submit an application for this funding. Fried requested that Smith add information to the packets going to department heads asking for project recommendations that may meet the guidelines of the CDBG letter.

5-Year CIP Plan 2020-2024 – Smith presented the 5-year plan for CIP projects. Smith reported that there are currently \$2.2 million projected in projects for 2021, \$3.8 million for 2022, \$1.2 million for 2023, \$1.5 million for 2024 for a total of \$15.6 million projected in the next 5 years.

Items to be included on next agenda – Fried would like to see all departments with current projects come to the next meeting to give updates and a discussion regarding the highway department upgrades.

Dates and items for future agenda/meetings – July 15th at 8:00 a.m. and August 24, 25 and 26 at 8:00 a.m.

Adjourn – Chairman Fried adjourned the meeting at 9:11 a.m.

Respectfully submitted,

/s/ tracy hartman
Tracy Hartman, Recording Secretary
Oneida County Clerk

/s/ billy fried
Billy Fried, Chair