

CAPITAL IMPROVEMENTS PROJECTS (CIP) COMMITTEE MINUTES

Room 213, West Square Building, Baraboo WI

Friday, August 12, 2011

Members present: Tommy Lee Bychinski, Virgil Hartje, Marty Krueger, Jason Lane, Kerry Beghin, Kathy Schauf, and Brentt Michalek
Others present: David Armstrong, Kevin Fults, Lynn Horkan, Chip Meister, Steve Muchow, Thomas Pleger, and Tim Stieve

It was the consensus of the group that Bychinski act as Chair for this meeting. The meeting was called to order by Bychinski at 8:00 AM. Certification of open meeting compliance was given. **Motion by Lane to adopt the agenda, second by Hartje. Motion carried.**

Review and Consideration of Capital Improvement Plan:

Department-Item

1. Health Care Center (HCC) – Assisted Living Facility: Krueger commented a credible private firm is exploring options for components of services to provide to the continuum. Options would be revenue producing, fit on the HCC campus and make the HCC more viable.

2. Highway - Equipment Replacement: Replacing existing vehicles where equipment and life expectancy is worn out. Equipment life expectancy and increasing costs were discussed. Goal is to purchase 3 trucks per year; trucks run year round and rust badly due to salt. County vehicles being traded are 16 years old. Other equipment discussed: cutting edges for plows are good for about 3 storms then need replacing and tires have become more expensive.

3. through 10. Various highway projects: Muchow reviewed the highway projects. 2011 accomplished all projects plus additional due to favorable bids. Private companies in area have produced favorable bids for construction projects.

11. Emer Mgnt, Buildings & Safety - Phone System Upgrades: The phone system is a large computer system that needs ongoing upgrades. An amount is levied each year and spent as the upgrades occur. This keeps the budget consistent. Unused dollars are carried forward.

12. Emer Mgnt, Buildings & Safety - Communications System Upgrades: Similar to the phone system, needs ongoing maintenance and upgrades to maintain nine tower sites. Unused dollars are carried forward. Intent is to keep updated and consistent in expenses so do not have large expenditures in a single future year. Narrow banding needs to be completed by 2013.

13. Emer Mgnt, Buildings & Safety – Upgrades to Integrator Equipment: The system at the jail central control logs all activity 24 hours per day, 365 days per year. The 2002 current system needs an upgrade in 2012. Stieve noted a plan to get a schedule in place to upgrade system every few years to get a consistent budget similar to phone and communications.

14. Emer Mgnt, Buildings & Safety – Refurbish Cooling Towers at West Square Building: This spring leaks were discovered and some maintenance was done. All cooling towers will be sand blasted and coated with a rubber like material to increase efficiency. Project will be scheduled early in 2012; this project is critical.

15. Emer Mgnt, Building & Safety – Upgrade Courts Video and Visitation: Equipment is original equipment from 2002. Project will replace equipment on judges' benches, control units for the visitation system at the jail. There have been ongoing maintenance issues with the current system.

16. Emer Mgnt, Buildings & Safety - Historic Courthouse Clock: The Courthouse clock has all its original components from the 1950's. It needs to be cleaned and broken panels fixed to maintain its ongoing operation. Property and Insurance Committee recommend moving project forward to 2014.

17. Emer Mgnt, Buildings & Safety – Cost Saving Energy Measures Courthouse, West Square, Law Enforcement: Focus on Energy and feasibility studies have been done. There are multiple projects that would provide significant cost savings. One project would be switching the controls in the West Square building to digital. These projects would be done over multiple years.

18. Emer Mgnt, Buildings & Safety – Solar Domestic Hot Water System: Stieve communicated the Property & Insurance Committee recommended removal; payback for system would be 44 years.

19. Emer Mgnt, Buildings & Safety – Mobile Data System: Existing system uses outdated technology; maintenance is difficult. Currently testing mobile air cards with connection to Visions system. Raab and Stieve continue to look at ever evolving technology.

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20. Emer Mgnt, Buildings & Safety - Emergency Services Driving Simulator: Currently maintain maintenance contract. The driving simulator will most likely need an upgrade in the future. Funding comes from self insurance fund. Interest earned has not been favorable in this fund.

21. Emer Mgnt, Buildings & Safety – Replace roofs on West Square, Courthouse & Human Services: Routine maintenance, will probably not be needed until after 2016. Rubber roofs need replacement about every 20 years. All roofs were replaced in 1996.

22. Emer Mgnt, Buildings & Safety – Law Enforcement Center, Courthouse & West Square Caulk: There are numerous exterior caulk joints on facilities that require regular maintenance to prevent damage. Continued maintenance needed for facilities in 2017.

23. Circuit Courts-Fourth Jury Courtroom: Intend to utilize old jail space in Courthouse for fourth jury courtroom. Sauk County numbers show the need for fourth judgeship. However, due to state budget, an additional judgeship is unlikely in the near future. Along with this would be ongoing additional operational costs. Also, State court system needs influx of money for District Attorneys if additional court is added.

24. UW-Baraboo/Sauk County - Living & Learning Center:

Pleger stated enrollment is up over last year. They continue to pursue housing options; some private developers are interested. The housing concept may be modified and costs re-evaluated. Currently in discussion with no timeline; more time is needed for project planning. UW is not asking for any county funding at this time.

25. UW-Baraboo/Sauk County - Master Plan Development & Campus Renovations (County Share only):

2015: Phase 2, Science Labs & Classroom Remodeling/Expansion (\$4,612,000): Immediate need is to replace the science labs from 1960's. Campus would build new labs and convert current labs into new classrooms. City of Baraboo cannot put money towards the project until 2015. Pleger noted the Regents have approved mission change, UW Baraboo will have several four year degrees starting in 2013. These additional degrees will attract more students. Pleger and Armstrong expressed their gratitude for the County's support of parking lot and tennis court project which will be completed by fall.

26. Sheriff – Dispatch Center: Replace dispatch equipment with a life expectancy of 10 to 12 years. Next generation of equipment will be an Internet Protocol (IP) based system. Existing system is fine for immediate future. Discussed potential for back up dispatch in alternate locations if needed. An upgrade to the 911 system would be done at the same time. System runs 24/7, and is 8 years old. Amount in plan is an estimate.

Additionally, discussed County dam repairs and maintenance. Over \$140,000 unspent and previously allocated General Fund balance for other dam projects could be used for future dam repairs and maintenance. An updated estimate will be obtained from the Parks Department.

Motion by Krueger to delay #16 Refurbish Historic Courthouse Clock until 2014, remove #18 Solar Domestic Hot Water System and delay # 24 UW-Baraboo/Sauk County-Living & Learning Center until 2013/2014, second by Lane. Motion carried.

Motion by Krueger to carryforward remaining fund balance from the dam projects to fund future dam repairs and maintenance in 2012, second by Hartje. Motion carried.

Motion by Krueger to forward Capital Improvements Plan to the Finance Committee for budget consideration, with noted changes and additions from prior motions, second by Lane. Motion carried.

Motion by Hartje to adjourn the meeting, second by Lane. Motion carried.