

CAPITAL IMPROVEMENTS PROJECTS (CIP) COMMITTEE MINUTES

Room 213, West Square Building, Baraboo WI

Monday, July 23, 2012

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

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

Public Comment: None

Review and Consideration of Capital Improvement Plan:

Department-Item

Health Care Center (HCC)

Assisted Living Facility: Gochanour commented that by 2017 there will be need for assisted living facilities. Project could be 20 bed facility connected to HCC with shared laundry and food service. Schauf noted the Health and Human Services functional group has to consider the impact of new laws for behaviorally challenged population, specifically dementia. Very rough cost estimate of the project would be \$4.5 million.

Highway

Equipment Replacement: Replacing existing vehicles where equipment and life expectancy is worn out.

Various highway projects: Planned highway construction projects were noted.

Emergency Mgmt, 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. System has changed over time, moving to voice over IP in areas. Unused dollars are carried forward.

Communications System Upgrades: Similar to the phone system, needs ongoing maintenance and upgrades to maintain tower sites. Unused dollars are carried forward. Narrow banding required to be upgraded by 2013. Narrow band will create some issues in some fringe areas that will need to be addressed. Discussed exploring use of fund balance due to a countywide benefit.

Remodel West Square Facility: Funding source is listed as general fund balance. An August resolution will be brought forward for some 2012 work for the project. Stieve reviewed the remodel plans, the rental space for outside agencies and the project benefits. The project will be bid out in October, with a goal to start work in winter months.

Cost Saving Energy Measures Courthouse, West Square, and Law Enforcement Center (LEC): Retrocommissioning LEC and feasibility study (West Square and Courthouse) were completed with the use of Focus on Energy funding. There are multiple projects that would provide cost savings. Changing from pneumatic to digital controls for HVAC and moving towards green technology options. Focus on Energy funding possibilities depend on the project and programs offered.

9-1-1 Phone System Replacement: The current 911 equipment is out of date and no longer available. The County will have maintenance and equipment coverage through 2014. Project includes 911 and recording system replacement.

Refurbish Historic Courthouse Clock: The Courthouse clock has all its original components from the 1950's and earlier. It needs to be cleaned and broken panels fixed to maintain its ongoing operation. Property and Insurance Committee recommend planning for project in 2014.

Elevator – Annex: Replace hydraulic cylinder in courthouse annex, original 1963 equipment. Plan for project in 2015.

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.

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Emergency Services Driving Simulator: Currently maintain maintenance contract. The driving simulator will most likely need an upgrade in 2017. Estimated cost is \$60,000. Funding could be from self insurance fund; however, interest earned has not been favorable due to low interest rates.

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.

County Clerk

Voting Equipment: DeMars reviewed the analysis and project description. Anticipate 3-4 years use for current equipment. Equipment was purchased in 1999 and is not made any longer; some parts are still available for repairs. The new technology is touch screen. Previously the County purchased the equipment for municipalities to ensure consistency.

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. Continue to not be a possibility in the near future.

UW-Baraboo/Sauk County

Student Resident Housing: Project scope and timing to be determined. Do not anticipate use of County funding for project.

Master Plan Development & Campus Renovations (County Share only):

2013-2015, Phase 2: Science Labs & Classroom Remodeling/Expansion (\$3,088,000). Immediate need is to replace the science labs from 1960's. Start the planning for project in this biennium. Project to be spread over 3 years with construction to begin in 2015. Dean Pleger confirmed the City of Baraboo is in support and made this project a priority. The Committee reviewed the partnership between the County, City and University System. \$65,000 over 3 years.

Motion by Krueger, second by Lane for the \$65,000 for each of the 3 years is fund balance. Motion carried. 2017-2019, Phase 3A will be theater and arts renovation.

Sheriff

Dispatch Center: Replace dispatch equipment with updated technology, current system has limited life. Next generation of equipment will be an Internet Protocol (IP) based system. Will replace the 7 consoles currently in operation. System runs 24/7, and is 9 years old. Amount in plan is an estimated \$300,000.

Parks

Hemlock Dam Repairs: Discussed County dam repairs and maintenance schedule. Shanahan repairs will be done this year. Hemlock is due for inspection in 2015.

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

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