

## CAPITAL IMPROVEMENTS PROJECTS (CIP) COMMITTEE MINUTES

Room 213, West Square Building, Baraboo WI

Tuesday, July 16, 2019

Present: Alene Bolin, Ian Crammond, Bill Cummings, Wally Czuprynyko, Pat Gavinski, Ed Geick, Shane Gibson, Lynn Horkan, Ed Janairo, Tom Kriegl, Kevin Lins, Scott Von Asten, Jennifer Vosen, Phil Wedekind, Lisa Wilson

The meeting was called to order by Kriegl at 3:30 PM. Certification of open meeting compliance was given. **Motion by Czuprynyko, second by Gibson to nominate Kriegl to act as Chair for the meeting, close nominations, and cast a unanimous ballot. Motion carried. Motion by Lins, second by Von Asten to adopt the agenda. Motion carried.**

Public Comment: None

Review and Consideration of Capital Improvement Plan: Horkan recapped the process and criteria for inclusion in CIP Plan. She noted it is a big picture look at long range planning. Results get distributed back to departments and oversight committees for additional consideration. Bolin noted the CIP policy was recently updated; its purpose to prioritize and identify a 10 year plan and fund items in the plan.

### Health Care Center (HCC)

HCC Property Improvements: Vosen noted plan for improvements and repairs for long range issues with aging equipment and building components. Funded through Certified Public Expenditure (CPE) Medicaid funding, available due to unmet state funding to nursing homes.

### Highway

Gavinski noted typical plan for road repairs, new planned highway shop. In previous years paving and facility repairs were all combined in equipment replacement, beginning with 2018 items are detailed separately. Funding sources were discussed.

Electronic Timecard System: Allow employees to enter time, equipment and material into a cloud based timecard, move away from paper systems.

Equipment Replacement: Plan to replace and repair equipment to maintain reliability.

New Highway Shop: Initial space study was the source of the estimated \$27,000,000 for construction of a new shop. The amount may change depending on satellite facilities and equipment storage locations. Gavinski noted the 2023 timeframe for planning through actual construction is realistic. Current facilities are undersized.

Various Highway Road Projects: Planned highway construction projects were noted. Gavinski confirmed this plan keeps County on pace with current road quality. Additional goal is to do more preventative maintenance to make roads last 30 years. 2019 will include 30 miles of repair in addition to routine culvert maintenance.

Various Roof Repairs: Maintain and repair multiple highway facility roofs, replacing with steel as needed.

Various Shop Yard Paving: Maintain county highway multiple properties yards and locations.

### Tri-County Airport

Runway 09-27 Rehabilitation: Higgs noted the need to design and engineer the main runway. The estimated cost was determined by Bureau of Aeronautics. Grant funding was approved in 2016 for 95% federal funding. The runway is well past the expected life span. Project completion in 2023. **Motion by Gibson, second by Von Asten to fund the county's share for 2020 and 2023 from fund balance. Motion carried.** Flooding issues at the airport were discussed, the runway will be raised to safeguard against flooding issues.

### Circuit Courts

Fourth Jury Courtroom: Law Enforcement & Judiciary Committee moved this to 2029, a placeholder for possible judicial expansion. Bolin noted this shows to the state that we are ready if the State determines to add the additional judge. The County is low on the list as far as need, so it is safe to say it won't be soon.

### UW-Platteville Baraboo Sauk County:

The master plan was developed 10 years ago based on growth at campus and did not foresee the structural changes and merger with UW-Platteville. Once the Master plan is revised the new needs will be identified. The highest priority items are identified for the 2021 budget year totaling \$800,000, county share \$400,000. Discussed energy efficiency measures.

Building Services: Crammond noted many projects are planned for over multiple years to keep the budget smooth.

Communications System Upgrades (every year): Recurring CIP item to maintain the County network of communication channels including fiber network.

Tactical Channels Upgrade to new IP Based System (2020): After this upgrade all Law Enforcement Center (LEC) will be internet protocol (IP) based. Crammond noted summary list report should be \$302,770 for 2020 as in the attached project detail, not \$252,770; Committee consensus agreed.

Replacement of Tower Road Tower Site (2021):

Additional (new) site development at Bug Tussel Tower Sites (2022 and 2023):

Transition to all new internet protocol (IP) based radios at each tower site with future expansion to provide wider area coverage. Crammond reviewed the need for all tower facilities be 12x26 square feet, insulated, and temperature controlled to handle new internet protocol (IP) channels and equipment.

Tuck-pointing / Caulking of Facilities: Ongoing inspections, maintenance/repairs of caulk and tuck-point joints on facility concrete panels and stones. Every year worst areas are repaired.

Communications Center-Radio Console replacement (replacement every 10 years, next in 2025): Main dispatch radio system utilized for communications with all Fire, Emergency Management Systems (EMS), Law Enforcement, Highway and other public service agencies. Recurring budget item, existing equipment was installed in 2003 and replaced in 2015. Life expectancy is 10-12 years. Digital/IP based systems need to be updated and current to operate. This planning helps to have a smooth budget rather than sporadic spikes.

Courtroom Video Arraignment Upgrade: Upgrade the sound and video arraignment systems in Circuit Court branches. Last updated in 2012.

Energy Measures Courthouse (CH), West Square (WS), and Law Enforcement Center (LEC): This is an ongoing effort to implement identified cost saving measures. Unused funds are carried forward. Current projects conducting an assessment focusing on third party solar installations as well as other energy cost saving items. With technology ever changing this continues to be an ongoing effort. Crammond noted on the summary list report, the \$225,000 for 2020 should be listed as funded through fund balance, Committee consensus agreed.

Law Enforcement Center (LEC) Video Upgrade: Video quality is not adequate, will require all new wiring and updated infrastructure in mechanical rooms. Planning for replacement throughout LEC in 2020. Design and work would be through Request for Proposal (RFP) and contracted.

Replace Roofs: West Square 2020, LEC/Huber 2023: Budget annually for needed maintenance on facility roofs.

Elevators – Courthouse Annex: When elevator hydraulic cylinders do not pass pressure inspection it will need to be replaced immediately. Amount was budgeted in 2017, will carryforward until needed. Elevator is from 1966 and to date continues to pass inspection.

Space Needs Study/Remodel of Facilities: For all facilities in general to best use our space into the future. Many departments need more space. Amount includes dollars for renovation. Study has been completed, priorities need to be determined for the recommendations and implementation.

Carpet Replacement - Law Enforcement Center (Administrative & Jail): Replace carpets in phased approach and carryforward as needed to complete.

Re-Gasket, Check Bearings on Chillers West Square/Courthouse 2024, Law Enforcement Center 2026: Replace as scheduled maintenance chillers at County facilities.

Building Security:

2020 West Entrance Redesign Construction (excluding space modification for scanners and including ADA compliance): Implement security measures from the 2016 Security Analysis. In the beginning stages of a plan for redesign. Amounts are a budget placeholder. The Committee discussed levels of security for the Court House. Upgrading the entrance area. RFP will soon be going out for construction next year. Discussed scanning security.

2021/22 Continued Recommended Implementations: Continue implementing potential recommendations from study.

Spring Green Area Fiber Expansion:

Improve broadband in Spring Green and obtain fiber to Highway Shop.

Installation of (6) Electric Vehicle Stations: Four stations in West Square Parking Lot and two at LEC, funded through general fund balance.

Management Information Systems (MIS) Bolin noted all projects are long term maintenance of systems.

Phone System Upgrades Ongoing appropriations to update countywide phone and voice mail systems. Systems are constantly changing and linked into the computer network.

9-1-1 Phone System Replacement (replacement about every 7 years, next in 2021): System replacement annualized for future replacement. Amounts carried forward until replacement needed.

Network Infrastructure - Switches, routers, Uninterruptible power supplies, etc.:

Network Infrastructure - Core Switch Replacement in HCH Data Center:

Network Infrastructure - Core Switch Replacement at LEC Data Center:

Network switching and routing hardware exist throughout Sauk County facilities and are the backbone for computer network communication. Many of these devices are in excess of 10 years old and are in need of routine replacement. Two Core Switches (LEC and Historic Courthouse) are being replaced on a 7-year cycle, the typical lifespan for service contract coverage.

Virtual Infrastructure Upgrade: The main infrastructure that hosts and stores all county systems and servers.

#### Land Resources & Environment

Campground Improvements: White Mound Campsites. Leveling, bathroom, and new pads.

Hemlock Dam Repair or Removal: Administrative order from DNR to pick one of these options. Needs to be done by November of 2020.

White Mound County Park – Barn and Former Office Removal: 1920/30 old barn needs to be removed, planned for 2020. Currently use this building.

White Mound County Park – Plan, Mountain Bike Trail, Disc Golf Course: Masterplan for parks, considering options to add amenities.

**Motion by Von Asten, Second by Gibson to approve the Capital Improvement Plan as amended. Motion Carried.**

Public Comment: None

**Motion by Gibson, second by Von Asten to adjourn the meeting at 4:54 pm. Motion carried.**