

**Highway Facility Evaluation Committee
Minutes
October 20, 2014 9:30 a.m.**

Members present: David Hintz—Chair, Robb Jensen—Vice Chair, Scott Holewinski, Bob Mott, Sonny Paszak and Jack Sorensen.

Staff present: Mike Romportl and Brian Desmond.

Others present: Dan Gleason and Alan Van Realte.

Call to order: Vice Chair Jensen called the meeting to order at 9:30 a.m. in the 1st Floor Conference Room of the Oneida County Courthouse stating the meeting had been properly noticed and posted, is in accordance with the Wisconsin Open Meeting Law and is ADA accessible, additionally noting the Chair David Hintz was attending a concurrent LRES Committee meeting.

Approve agenda: Motion to approve the agenda by Sorensen, second by Holewinski. All ayes; motion carried.

Development of a timeline: Jensen discussed the timeline noting that the committee's work should be completed by mid-January before the County Board Meeting. Mott indicated he felt more time might be an option if necessary.

Project evaluation model: Jensen discussed the development of a spreadsheet of qualitative data and opinions in evaluation model once figures have borne out.

Appraisal: Romportl stated they were still waiting for one insurance certificate before moving ahead with the appraisal noting they have one listing as an additional insured, but were waiting for the E & O Certificate and will hopefully have the certificated signed and the process started by the end of the week.

Cost to upgrade current facility: Mott stated the process was complete with the exception of having someone come in and look over the efficiencies, and three or four companies are lined up when Bennett returns. Discussion followed regarding the life expectancy of the existing facility once upgraded. Hintz joined the meeting and discussed a date of January 20th as the date that the committee's findings and/or recommendations need to be finalized including 3 key numbers; the cost of upgrading the current facility, the cost of building a new facility and the appraised value of the property. Additional considerations might include any changes to the wording of the clauses of the contract, other areas impacted and any additional areas that will require consideration. Jensen discussed breaking the numbers down to cost per square foot for each of the upgrades and having a third party expert compare the projected life expectancy of the facility once the upgrades have been completed verses the cost of building new. The committee discussed different options for third party consultation. Jensen stated they would need to decide by the November 10th meeting if there would be an investment in an independent third party consultation and what specifics they would get.

Cost of a new facility: Jensen stated they were in the process of developing a spreadsheet with the site prep, utilities and infrastructure with 2 or 3 different estimates in addition to the Highway Department assessment of the site. Jensen stated Romportl used other sites for comparison and consideration including the Printpack site, the Budweiser building, the Twist Drill site, a location on Hwy 47, Heal Creek and the land by the Law Enforcement Center. Cost of the new construction was discussed with Romportl noting the cost of Juneau County's Facility at \$2.8 million for 33,000 square foot building with an overhead crane and welding area, however, he could not find the individual costs of in-floor heat or the precast walls in the spreadsheet hoping the Jefferson County information would provide more detail. Holewinski suggested requesting the spec book to determine specific costs. Mott recommended development of a common set of questions to be asked of each site when toured.

Financing options and costs: No updates.

TIF District/Role of City/Impact on area: Work in progress; the city is handling the TIF District.

Facility Consolidation: Desmond stated he spoke with John Bilogan and the Forestry building is not on a separate legal description and would have to go through the County Forest Law removal process requiring that other forest acres be put back somewhere else. The committee discussed the cost benefit of purchasing additional land to replace the acres from the sale of the Forestry Building and the possibility of using the site for the new facility. Mott stated the \$100,000 that would be put into the current UW Extension offices would be a savings offset by the cost of the vacancy at the airport if consolidated. Holewinski noted that Emergency Management's storage buildings and showers, Forestry and Highway seem like a perfect fit for one building.

Future meeting dates: November 6, 2014 on-site tours of Juneau and Jefferson County Facilities
November 10, 2014 9:30 am.

Future agenda topics: Progress on areas of evaluation.

Public Comments: None

Adjournment: Motion by to adjourn by Mott at 10:28p.m., second by Sorensen. All ayes; motion carried.

David Hintz, Committee Chair

Dan Gleason, Recording Secretary