

**Highway Facility Evaluation Committee
Minutes
November 10, 2014 8:30 a.m.**

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

Staff present: Mike Romportl, Freeman Bennett, Brian Desmond, LuAnn Brunette and Margie Sorensen.

Others present: Dan Gleason and Alan Van Realte.

Call to order: Chairman Hintz called the meeting to order at 8:30 a.m. in Committee Room 2 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. Hintz announced that his attendance was required at another meeting at 9:15 and Vice-Chair Jensen would take over in his absence if the meeting was not yet concluded.

Approve agenda: Motion to approve the agenda by Sorensen, second by Paszak. No comments. All ayes; motion carried.

Approve the minutes from the October 3, 2014 and the October 20, 2014 meetings: Motion to approve the minutes by Jensen, second by Sorensen. No comments. All ayes; motion carried.

Timeline development: Hintz noted there was no December County Board meeting scheduled so the need might arise to schedule a special County Board meeting for December, but it was still the plan to present a summary at the January County Board meeting. The committee discussed what would likely be included in the presentation. Bennett stated the appraisal process was underway and should be available by December 1st. Hintz commented that it would be appropriate for a committee member to make a motion at the upcoming budget meeting if money is needed for services to analyze upgrading the current facility or developing a new facility. Chairman Hintz stated he would be leaving to attend another meeting and Vice Chair Jensen would continue the meeting.

New facility visits briefing: Jensen discussed the visit to the Juneau County Mauston site and a meeting with Bill Devine who oversaw the operation, and stated he was interested in coming to look at the current facility. Bennett commented that he thought that Juneau County's facility was what was needed for Oneida County noting that the only addition needed was a fuel system. Romportl stated they replaced the old shop with a 33,000 square foot facility with 16,000 sq. ft. dedicated to the shop. Bennett stated the cost of the new facility was \$4.2 million excluding the fuel system and heated storage. The committee discussed if and how a new facility could be constructed on the existing site. Jensen commented that the other facility at Jefferson County was not yet complete and it was much larger than would be needed. Jensen stated he discussed the cost of evaluating upgrading the existing facility compared to the cost of new construction with both Bill Devine and Norman Barrientos noting that Barrientos thought it would cost about \$12,000. Mott commented that Bill Devine would be interested in a walkthrough to value the shop at a lower cost and was familiar with structural engineers

with different expertise and could get one to look at the shop. Jensen suggested bringing in 3 different companies to give presentations so the committee could compare what is offered from each. Hintz stated he felt the committee was moving toward putting money aside for professional services. Mott recommended an amount not to exceed \$15,000. The committee discussed the size of the two facilities visited relative to the mileage of roads serviced, efficiency benefits and satellite shops.

Future meeting dates: November 25, 2014 1:30 pm or December 2, 2014 9:30 am.

Project evaluation model: Jensen stated the model will depend upon the presentations.

Appraisal: Bennett stated he met with the appraiser who measured, toured and photographed the facility on Friday.

Cost to upgrade current facility: Jensen stated the cost would be addressed in the presentations at the upcoming meeting.

Cost of a new facility: Jensen stated they felt comfortable with the numbers that were given during the tours, somewhere in the \$9 million to \$10 million range. Mott commented the estimate was based on the cost per square foot breakdown.

Financing options and costs: No updates.

TIF District/Role of City/Impact on area: No updates.

Facility Consolidation: Jensen stated the consultant would determine the space necessary for consolidation. The committee discussed what would be within the scope of the consultant. Jensen asked Sorensen if he was handling discussing consolidation with Forestry. Sorensen stated he was aware of what Forestry has as far as the building and everything, but asked if Jensen would like to meet with John Bilogan and tour the facility. Romportl noted the River Street Storage would likely be a first priority and Forestry second to be considered for consolidation so both might be considered for a tour.

Future agenda topics: Professional services presentations. Testing facility for hazardous materials prior to demolition/upgrading.

Public Comments: None

Adjournment: Motion by to adjourn by Sorensen at 9:30 a.m., second by Mott. All ayes; motion carried.

David Hintz, Committee Chair

Dan Gleason, Recording Secretary