

## MINUTES

Portage County CIP/Economic Development Committee  
March 19, 2019 – 8:00 am – Conference Room 5 – County Annex

Members Present: Haga, Dodge, B. Jacowski, Jankowski, and Raikowski

Others Present: Chris Holman, County Executive; David Ray, Corporation Counsel; Bill Scholfield, Scholfield Group; Jenni Jossie, Finance Director; and Todd Neuenfeldt, Facilities Director

Staff Present: Jeff Schuler and Paula Cummings, County Planning and Zoning

### 1. Call to Order

Chairman Haga called the meeting to order at 8:05 am in Conference Room 5.

### 2. Members of the Public Who Wish to Address the Committees on Specific Agenda Items Must Register Their Request at This Time, With Such Comments Subject to the Reasonable Control of the Committee Chair as Set Forth in Robert's Rules of Order

No one registered to speak.

### 3. Director's Reports:

- Capital Improvements – Jossie brought forward the following:
  - Stated the Schmeekle project, working jointly with UWSP, is underway.
  - Noted a resolution would be forthcoming regarding the Standing Rocks shelter project, which came in above estimated cost. The resolution would divert money from different projects to cover the additional cost, as well as additional donations to be received from the Friends of Standing Rocks.
  - Stated the Simulcast project is nearing its end and a final payment would be made soon.
  - Noted there were resolutions before County Board to finance two projects: Highway Department roadwork and building improvements. The building project involves a Highway component as well as a government component, and the Highway Department would be paying its share to the County. Haga stated this involves a covered storage area at Highway and moving the underground fuel tanks above ground. Jossie said the County's insurance company noted the aging fuel tank system is contributing to increased risks. Haga also stated improvements include a scale for weighing products purchased by municipalities and vehicle weigh-ins, putting a cover over the impound lot, and adding a second Emergency Operations Center, which would be used for Sheriff's Office and Highway Department training as well. Described two resolutions for each project going before County Board this evening. The intent resolution is to authorize financing for the project and to set the maximum amount that can be financed. The actual bond sale will not occur until after the bidding has been completed and a contract has been awarded to proceed with the project. The bidding will provide the County with actual numbers to complete the financing. The reimbursement resolution allows the County the ability to reimburse any expenses that may be incurred prior to the bond sale. The building project is funded for both a government project portion and a highway enterprise portion. The County will pay the entire amount of the notes and put in place a schedule for Highway to repay the County back for its share of the project, which will be over a longer period of time and offset the debt service fund. It was noted the Solid Waste Department and Health Care Center had previously utilized this same process. Haga stated the Governor's proposed budget includes a 10% increase in General Transportation Aids.
- Economic Development/Business Park Update - Schuler informed members of flooding in the Business Park at Oakwood Center, which was rectified by the landscape contractor who came in on Sunday. Schuler then noted another CIP/EDC meeting was necessary and all present agreed the next meeting would be held March 26 at 8 am.

### 4. Discussion and Action on Minutes of February 14, 2019

With no discussion necessary, Dodge moved approval and Raikowski seconded the motion, which passed by voice vote.

5. Discussion/Possible Action:

- Request for Special Meeting Attendance
- Approval of Attendance of Special Meetings
- Special Meeting Attendance Report

Members had nothing to present in either category above.

6. Discussion and Possible Action regarding Resolution Authorizing A Contract Change Order With Transcendent Technologies, LLC To Provide Tax Management And Land Records Software And Support

Holman stated a potential contract change order had been discussed with this Committee in December and was now formalized. Portage County's tax process, resignation of the County Treasurer, and adding a module for Planning and Zoning contributed to the contract change/cost increase.

Haga said Transcendent Technologies software is running and glitches had been worked through. Jossie commented the new software had been used through almost a full tax season. It still has to function through the process of July tax collection, August tax settlement, September tax certificate, and City of Stevens Point tax payments. At the end of September, the software will have gone through a full tax cycle. She further stated the new module dealing with zoning and imaging will need to be worked through.

B. Jacowski asked who let the bid on this software. Jossie replied the RFP and award process went through the Purchasing Department. The implementation process and customization resulted in a cost increase. B. Jacowski described this as a "half-step away from bid rigging" as it appears the cost was greatly underestimated. Jossie stated the company was scored on its ability to meet County needs during the RFP process. B. Jacowski felt someone fell way short during the process. Jossie reiterated the software was delivered at the cost anticipated, but the overall cost increased due to implementation and customization because of additional hours needed to work through the County's unique process. Holman added there are only a tiny handful of vendors with this service resulting in limited options. Dodge noted Portage County had different software demands than other customers. Haga stated we also needed help with training. Holman agreed the process was not as smooth as it could have been, but we cannot go back in time and handle it differently; there were assumptions made on both sides. Haga noted our process previously utilized a County developed program on the AS400, which resulted in a learning curve too.

At this time, B. Jacowski referred to Jossie's update that Simulcast was close to being finished, with final payment to be made soon. He stated this is the second system installed since his time on County Board and encouraged the Sheriff's Office and municipal First Responders would agree that Simulcast is working before any final payment is made. He referenced the Sheriff's Department had noted "dead spots" with the previous system. Jossie has been in contact with Captain O'Kray regarding the status and completion of the project. B. Jacowski asked if First Responder groups had been contacted directly as to how it is working for them and Jossie replied she would check into that.

Motion by Jankowski to approve a resolution authorizing a contract change order with Transcendent Technologies as presented today. Dodge seconded the motion, which passed 4:1 by voice vote, with B. Jacowski voting nay.

7. Discussion/Possible Action on Granting a Utility Easement to Amherst Telephone Company, Pond 4 (north pond along I-39) in the Portage County Business Park

Ray referred members to a large map depicting the area of the proposed easement up for action today. He described this as an underground easement, being 16.5 feet wide, with an additional 10 feet on each side during installation. Fiber optics are being installed under I39.

B. Jacowski questioned where the easement would be exactly and Schuler provided him a handheld depiction and pointed out the area in question. Scholfield stated there are multiple suppliers of fiber optics in the Business Park. B. Jacowski asked if Amherst Telephone Company was publicly owned and Dodge replied it is a family owned business. Scholfield described the project was a utility serving buildings in the Business Park.

B. Jacowski asked if the County was giving the land away and Ray replied yes. Scholfield clarified the request is for an easement under the County's land and would not interfere with anything. B. Jacowski stated the County is giving land away; land we paid for. He questioned why someone would be getting land free with an exclusive right-of-way. Haga asked those present to remember we are government and here to serve the public. He went on to state there would be no building in that area, the fiber optics are underground, this is considered an upgrade in speed and quality for residents, and could help with potential lot sales in the Business Park. B. Jacowski agreed this was an upgrade, but was exclusive, and asked what happens if another entity wanted to bury cable. Haga stated there is already an easement there and the County had already given land away. Ray clarified that south of the proposed easement is a City sewer and water easement. B. Jacowski felt fiber optics actually take up a small amount of space, yet they are seeking an easement 16.5 feet wide.

Dodge moved to grant a utility easement to Amherst Telephone Company as described in the agreement presented. Jankowski seconded the motion, which passed 4:1 by voice vote, with B. Jacowski voting nay.

8. Updates on the Bayba/Village Wood Pointe and the Premier Property Management Purchases by County Corporation Counsel

Ray stated Village Wood Pointe had its closing rescheduled for mid-April as they had difficulty securing a vendor to deal with abandoning the high capacity well on the property. A vendor has been found and, weather permitting, the job will be completed. Ray noted CIP/EDC agreed to a \$5,000 credit on the final purchase price for the abandonment, and the abandonment price came in under that amount.

Regarding Premier Property, Ray noted the company is interested in purchasing another property nearby, from another seller, in order to expand. Premier Property may need to extend its closing as well, which is currently scheduled for mid-May.

B. Jacowski asked if that property has sewer and water provided by the Village of Plover. Haga replied yes. B. Jacowski surmised that County Road R would be reconstructed in that area at some point. Haga stated that was in discussion.

9. Adjournment

With no further business to come before the Committee, B. Jacowski moved to adjourn and Raikowski seconded the motion, which passed by voice vote. Meeting adjourned at 8:12 am.

Respectfully Submitted,

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Al Haga, Chair

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Paula Cummings, Recording Sec.

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Date