



MARATHON COUNTY HUMAN RESOURCES, FINANCE & PROPERTY COMMITTEE MEETING
AMENDED AGENDA

Date & Time of Meeting: **Monday, September 21, 2020 4:00 p.m.**

Meeting Location: Central Wisconsin Airport 100 CWA Drive, Mosinee WI 54455

Members: John Robinson, Chair; Craig McEwen, Vice-Chair; Kurt Gibbs, Yee Leng Xiong, Jonathan Fisher, Edward Stark, Alyson Leahy

Marathon County Mission Statement: Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly, or in cooperation with other public and private partners, provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business. (Last updated: 12/20/05)

Human Resources, Finance & Property Committee Mission/Purpose: Provide leadership for the implementation of the County Strategic Plan, monitoring outcomes, reviewing and recommending to the County Board policies related to the human resources initiatives, finance and property of the County.

The meeting location identified above will be open to the public. However, due to the COVID-19 pandemic and associated public health directives, Marathon County encourages Human Resources, Finance and Property Committee members and the public to attend this meeting remotely. To this end, instead of attendance in person, Committee members and the public may attend this meeting by telephone conference. If Committee members or members of the public cannot attend remotely, Marathon County requests that appropriate safety measures, including adequate social distancing, be utilized by all in-person attendees.

Persons wishing to attend the meeting by phone may call into the telephone conference beginning five (5) minutes prior to the start time indicated above using the following number: 1-408 418-9388 Access Code: 146 078 0067 PIN none

If you are prompted to provide an "Attendee Identification Number," enter the "#" sign. No other number is required to participate in the telephone conference

When you enter the telephone conference, PLEASE PUT YOUR PHONE ON MUTE!

1. Call to Order-Please silence your cellphones
2. Public Comment Period
3. Approval of the Minutes of the September 15, 2020 Human Resources, Finance and Property Committee Meeting
4. Educational Presentations/Outcome Monitoring Reports-None
5. Policy Issues Discussion and Possible Action by Committee to Forward to the County Board
 - A. Discussion regarding County Board educational presentation on implicit/explicit bias and institutional/structural discrimination and their impact on Marathon County's ability to achieve its goals (presentation available here - <https://www.youtube.com/watch?v=k6lxZlSeZJI>
What opportunities do you see to improve our policies and practices to enhance diversity and inclusion and help us meet Objective 3.8 of the Comprehensive Plan?
 6. Operational Functions required by Statute, Ordinance, or Resolution:
 - A. Resolution Approving the 2021 Capital Improvement Program Projects
 - B. Authorization for County Administration to Proceed with Acquisition of Broadband Services/equipment in Accordance with our Existing Emergency Procurement Rules
7. Announcements (Next Meeting Date and Topics)
Next Meeting Date –Tuesday, October 6, 2020 -2021 budget

8. Adjourn

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 715 261-1500 or e-mail infomarathon@mail.co.marathon.wi.us one business day before the meeting.

Faxed to: Wausau Daily Herald

Faxed to: City Pages

Faxed to: Record Review

Faxed by/time: K Palmer 9/16/2020 11:30 am

Posted to the County Website:

SIGNED J ROBINSON/s/K Palmer
Presiding Officer or Designee

NOTICE POSTED AT THE COURTHOUSE
By/Date/Time K Palmer 9/18/2020 11:30 am
www.co.marathon.wi.us



MARATHON COUNTY HUMAN RESOURCES, FINANCE & PROPERTY COMMITTEE MEETING AGENDA

Date & Time of Meeting: **Tuesday, September 15, 2020; 6:30 p.m.**

Meeting Location: **Marathon County Courthouse, Employee Resource Conference Room (C149) 500 Forest Street, Wausau WI 54403**

Members: John Robinson, Chair, Alyson Leahy, Vice-Chair, Jonathan Fischer, EJ Stark, Kurt Gibbs, Yee Leng Xiong-excused, Craig McEwen

1. Call to Order-Meeting called to order by Chairperson Robinson at 6:30 pm
2. Public Comment Period-15 minutes-None
3. Operational Functions required by Statute, Ordinance, or Resolution:
 - A. Discussion and Possible Action by Committee to Forward to the County Board for its consideration
 1. Resolution Awarding the Sale of \$17,845,000 General Obligation Healthcare Project Building Bonds, Series 2020B-postponed from September 8, 2020
Motion by Gibbs and seconded by McEwen to award the sale of \$17,845,000 General Obligation Healthcare Project Building Bonds, Series 2020B to FHN Financial Capital Markets at a True Interest Cost of 1.6445%;
Vote unanimous
 2. Interdepartmental Budget Transfer-Carry forward CIP –postponed from September 8, 2020
Motion by Stark and seconded by Fisher to approve the Budget Transfer Carry over for the CIP Fund;
Vote unanimous
4. Announcements:
Next Meeting Date-Monday, September 21, 2020 at 4:00 p.m. at Central Wisconsin Airport
5. Adjourn at 6:45 pm

DRAFT 2021 CIP PROJECT REQUESTS

TYPE	DEPARTMENT	PROEJCT REQUEST COST	YEARS PREVIOUSLY FUNDED	PROJECT DESCRIPTION	PROJECT RANK	FUNDING SOURCES						Un-Funded	TOTAL
						CIP Fund Balance	Tax Levy	Grant Funding	Borrowing	Registration Fees	Other		
PROJECTS NOT FUNDED BY CIP													
Imp	HWY	\$6,378,767	Continuous	Bituminous Surfacing.									\$0
Imp	HWY	\$375,000	Continuous	Replace and Rehabilitate County Bridges and Culverts.									\$0
Imp	HWY	\$439,130	Continuous	Replace and Rehabilitate Federally Funded Bridges and Culverts.									\$0
Imp	HWY	\$525,000	Continuous	Culverts / Bridges Aid.									\$0
Imp	CWA	\$16,500,000	N/A	Runway Decoupling.									\$0
Imp	Solid Waste	\$168,500	N/A	Vehicle Scale.									\$0
	Sub Total	\$24,386,397											\$0
RECURRING PROJECTS													
Imp	FCM	\$50,000	Recurring	County Facility Parking Lot Fund s/b @ \$50,000.									\$0
Imp	HWY	\$300,000	Recurring	Right-of-Way Fund s/b @ \$300,000.									\$0
	Sub Total	\$350,000											\$0
TECHNOLOGY PROJECTS @ % \$													
Equip	CCIT	\$166,000	Recurring	PC Upgrade Fund.									\$0
Equip	CCIT	\$101,000	Recurring	Network / Server Upgrade Fund.									\$0
Equip	CCIT	\$40,000	Recurring	Video Equipment Upgrade Fund.									\$0
Equip	CCIT	\$40,000	Recurring	Voice Equipment / Phone System Upgrade Fund.									\$0
Equip	CCIT	\$1,500,000		Financial/HR Management Solution.									\$0
Equip	CCIT	\$150,000		Technology Small Capital.									\$0
	Sub Total	\$1,997,000											\$0
ROLLING STOCK													
Equip	FCM	\$40,000		Rolling Stock.									\$0
Equip	FCM / CPZ	\$52,876	Recurring	Rolling Stock Lease - Enterprise Fleet Management.									\$0
Equip	PR&F	\$173,460	Recurring	Rolling Stock Fund s/b @ \$173,460.									\$0
Equip	Sheriff	\$333,696	Recurring	Rolling Stock Fund s/b @ \$333,696.									\$0
Equip	HWY	\$957,600	Recurring	Rolling Stock Fund s/b @ \$957,600.									\$0
	Sub Total	\$1,557,632											\$0
PROJECTS RANKED IN PRIORITY ORDER BY CIP COMMITTEE													
Bldg	Medical	\$3,697,400		Marathon County Regional Forensic Science Center.	N/A								
Imp	FCM	\$526,764		Library Roof Replacement.	N/A								
Imp	Sheriff	\$200,000		Jail Gym Skylight Replacement.	140								\$0
Imp	FCM	\$75,000		HVAC Design Services for Steam Removal at NCHC Campus.	137								\$0
Imp	FCM	\$688,000		LVPP Window Replacement.	134								\$0
Imp	PR&F	\$250,000		Big Eau Pleine Road Repairs.	128								\$0
Imp	FCM	\$49,800		HVAC Design Services - Jail Admin and Kitchen.	113								\$0
Imp	FCM	\$80,625		West Street Fire and Security System Replacement. HOLD	113								\$0
Imp	Sheriff	\$500,000		Juvenile Facility Roof Replacement.	110								\$0
Imp	HWY	\$190,000		County Road "L" Beaver Creek.	106								\$0
Imp	PR&F	\$140,000		Playground Replacement. 4 year project total \$600,000.	105								\$0
Imp	UW	\$175,000		Parking Lot "C" Replacement.	105								\$0
Imp	FCM	\$80,500		Courthouse - South Penthouse Roof.	100								\$0
Imp	UW	\$825,000		Bldg HVAC Control System Upgrade.	99								\$0
Imp	FCM	\$225,000		Envelope Repairs on LVPP Building at NCHC.	97								\$0
Imp	UW	\$53,300		Heating Plant Roof Replacement.	95								\$0
Imp	HWY	\$125,000		County Road "O" Four Mile Creek.	93								\$0
Imp	PR&F	\$50,000		Park Restroom Replacement.	86								\$0
Imp	FCM	\$380,000		A&B Unit Roof Replacement at NCHC Campus.	86								\$0
Imp	PR&F	\$35,000		Big Eau Pleine Horse Barn Replacement.	72								\$0
Imp	FCM	\$381,232		NCHC Campus A&B Bldg - Arch/Eng for Renovation to Move Social Services to Lake View Campus.	66								\$0
Imp	HWY	\$55,000		County Road "N" & "R" Upgrade.	65								\$0
Imp	PR&F	\$35,000		Marathon Park Marquee.	60								\$0
Imp	PR&F	\$50,000		Marathon Park - Westside Master Plan.	47								\$0
	Sub Total	\$8,867,621											\$0
2021 Total of All Project Requests		\$37,158,650				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Type: Equip = Equipment Imp = Improvement Bldg = Building						Total Amount Funded from 2021 CIP	Total Amount from Tax Levy	Total Amount from Grant Funding	Total Amount from Borrowing	Total Amount from Registration Fees	Total Amt from Other Funding Sources	Total Amount Not Funded	Total Amount of all Project Requests (Funded & Un-Funded)

MARATHON COUNTY COMPREHENSIVE RATING FORM FOR SERVICE, EQUIPMENT AND FACILITY IMPROVEMENT REQUESTS

Should this project be funded by Marathon County Capital Improvement Program?

1. REGULATORY COMPLIANCE **10**

This includes Current and known future regulatory mandates. These mandates could come from federal, state or local agencies. If this project is required by federal, state or local legal mandate then it is funded.

Scoring Scale		
ZERO	ONE	TWO
Project is not mandated or otherwise required by court order, judgment, or interlocal agreements.	Project would address anticipated mandates, other legal requirements, or interlocal agreements.	Project required by federal, state or local mandates, grants, court orders and judgments required as part of interlocal agreements.

		Scale SCORE	Score x Points =TOTAL
A	Is the project being considered due to federal, state or local legal mandate?	2	20

2. PUBLIC SAFETY/HEALTH IMPACT **10**

Safety and health typically involve such things as fire protection, law enforcement, emergency response/communications, safe roads, public health and flood control. Improvements to department infrastructure or services that directly impact the safety and health of citizens would score high in this category. Similarly, safety improvements in public buildings might score points in this category while adding financial software to these departments probably would not.

Scoring Scale		
ZERO	ONE	TWO
Project has no or minimal direct impact on safety/health.	Project has some direct impact on safety/health.	Project has a significant direct impact on safety/health.

		Scale SCORE	Score x Points =TOTAL
A	Does the project directly reduce risk to employees or users of Marathon County facilities?	1	10
B	Is this project in response to an identified safety/health issue? Does the project directly improve the public safety/health of the citizens of Marathon	2	20

MARATHON COUNTY COMPREHENSIVE RATING FORM FOR SERVICE, EQUIPMENT AND FACILITY IMPROVEMENT REQUESTS

3. EXISTING INFRASTRUCTURE END OF LIFE **9**

This element relates to basic or core infrastructure needs. EXAMPLES: Will the project save or repair structural integrity of existing buildings, extend the life of or reduce the operating costs of existing public infrastructure and facilities? Do resources spent on maintenance of existing assets justify upgrade or replacement? Does the project provide additional capacity, functionality or upgrade existing/outdated assets or operating system?

Scoring Scale		
ZERO	ONE	TWO
The urgency level is low.	The urgency level is moderate.	The urgency level is high. Existing assets are no longer functional.

		Scale SCORE	Score x Points =TOTAL
A	Has the existing asset exceeded its useful life based on industry standards?	1	9
B	If the item isn't replaced will the repair costs have a negative impact on existing structure and ultimately cost more than deferring the replacement?	2	18

4. UNIQUE CIRCUMSTANCES **7**

This area of emphasis relates to projects that may have unique circumstances (ie: a planned continuation of a project in process or a multi phase project previously funded (but do to unforeseen circumstances discovered after the previously approved project was started).

Scoring Scale		
ZERO	ONE	TWO
This project represents no significant need or benefit.	This project represents some significant need or benefit.	This project represents a significant need or benefit.

		Scale SCORE	Score x Points =TOTAL
A	Is this request part of a planned continuation, a necessity or a need due to unique circumstances?	2	14
B	If not funded are there potential direct negative consequences?	1	7

MARATHON COUNTY COMPREHENSIVE RATING FORM FOR SERVICE, EQUIPMENT AND FACILITY IMPROVEMENT REQUESTS

5.a FISCAL CRITERIA

5

Some projects may affect the operating budget for the next few years or for the life of the facility. A jail will need to be staffed and supplied, therefore having an impact on the operational budget for the life of the facility. Replacing a roof will not require any additional resources from the operational budget. Operational efficiencies such as FTE reduction, energy efficiencies or budget reductions due to better operating systems.

Scoring Scale		
ZERO	ONE	TWO
Project will have an additional cost on future budgets.	Project will have a neutral cost on future budgets.	Project will have a reduced cost on future budgets.

		Scale SCORE	Score x Points =TOTAL
A	Will the project lead to a reduction in personnel or operating costs? Is there an additional revenue generating opportunity?	0	0
B	Is the ROI less than 10 years for depreciation or energy savings in less than 7 years?	0	0

5.b FISCAL CRITERIA

2

Capital Improvement Projects can be funded through other sources. Developer funding, grants through various agencies and donations can all be sources of external funding for a project. The percentage of total cost funded by an outside source will determine the score in this category.

Scoring Scale		
ZERO	ONE	TWO
0 to 10% External Funding	11 to 50% External Funding	51 to 100% External Funding

		Scale SCORE	Score x Points =TOTAL
A	Is there any outside funding?	0	0

6. GROWTH/ECONOMIC DEVELOPMENT

4

Economic development considerations relate to projects that foster the development, redevelopment or expansion of a diversified business/industrial base or designated growth area. Projects that will help create jobs and generate a positive financial contribution would be included in this category.

Scoring Scale		
ZERO	ONE	TWO
Project will have a neutral impact on economic development.	Project will have an minimal impact on economic development.	Project will have a significant impact on economic development.

		Scale SCORE	Score x Points =TOTAL
A	Does the project have the potential to promote economic development?	0	0

MARATHON COUNTY COMPREHENSIVE RATING FORM FOR SERVICE, EQUIPMENT AND FACILITY IMPROVEMENT REQUESTS

7. CONSISTENCY WITH COUNTY OBJECTIVES **3**

This measures the degree to which the project supports stated County objectives. This can include recommendations stated in a County sponsored service plan, master plan or study, citizen survey, a Board of Supervisors policy, or goals set forth in the County's Strategic Plan.

Scoring Scale		
ZERO	ONE	TWO
The project is not consistent with recommendations of an adopted plan or study.	The project is partially consistent with recommendations of an adopted plan or study.	The project is consistent with recommendations of an adopted plan or study.

		Scale SCORE	Score x Points =TOTAL
A	Will the project comply with recommendations or objectives addressed in an adopted plan or study? Does the project relate to the results of an advisory referendum? Is the project in conformance with the goals, strategies and actions set forth in the County's Strategic Plan?	0	0

8. PUBLIC BENEFIT **2**

Public Benefit is a characteristic that makes the County a favorable place to live. Quality parks and roads satisfy all citizens and would greatly impact the quality of life. A County maintenance building is an example of a project that does not directly affect the citizen's quality of life.

Scoring Scale		
ZERO	ONE	TWO
Project would benefit only a small percentage (0-33%) of citizens.	Project would benefit a significant percentage (34-66%) of citizens.	Project would benefit most or all of the citizens (67-100%) in Marathon County.

		Scale SCORE	Score x Points =TOTAL
A	Does the project increase or enhance healthy lifestyle or recreational opportunities and/or green space?	0	0
B	Does the project increase or enhance cultural or educational opportunities to citizens of Marathon County?	0	0